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Actions Taken

CALENDAR

Special Meeting of

FINANCE COMMITTEE

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JAN 5 1989
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Board of Supervisors
City and County of San Francisco

Tuesday, January 3, 1989 - 1:15 p.m. Room 228, City Hall

Members: Supervisors Molinari, Britt, Gonzalez

Clerk: Barbara Stavro-Taylor

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 97-88-13.1 [Emergency Medical Services Fund] Ordinance amending Administrative Code Section 10.117-73, relating to the Emergency Medical Services Fund. (Supervisor Hsieh)

   ACTION: AMENDMENT OF THE WHOLE ADOPTED. RECOMMENDED AS AMENDED. TO BOARD AS COMMITTEE REPORT JANUARY 3, 1989. (Supvs. Kennedy and Gonzalez added as co-sponsors)

2. File 381-88-1. [Fines] Resolution authorizing the imposition of a two dollar increase in criminal fines, penalties and forfeitures for the use of the Emergency Medical Services Fund and requesting the courts to amend the countywide bail schedule accordingly, and rescinding Resolution No. 444-88. (Supervisor Hsieh)

   ACTION: RECOMMENDED. TO BOARD AS COMMITTEE REPORT JANUARY 3, 1989. (Supvs. Kennedy and Gonzalez added as co-sponsors)

3. File 101-88-61. [Government Funding] Ordinance appropriating $900,000, Fire Department, for extended work week; rescinding $900,000 from data processing/word processing equipment, permanent salaries - craft and miscellaneous, permanment salaries - uniform, holiday pay and mandatory fringe benefits; providing for ratification of action previously taken. (Controller) RO #8165, SA #79

   ACTION: RECOMMENDED. TO BOARD AS COMMITTEE REPORT JANUARY 3, 1989.

4. File 380-88-1. [Sale - Tax Deeded Real Property] Resolution authorizing sale at public auction of certain parcels of tax-deeded real property. (Treasurer)

   ACTION: RECOMMENDED AS AMENDED. TO BOARD AS COMMITTEE REPORT JANUARY 3, 1989. Change title to "tax-defaulted" instead of "tax-deeded". (See file for further details.)

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Actions Taken

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JAN 11 1989
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CALENDAR

Meeting of
FINANCE COMMITTEE
Board of Supervisors
City and County of San Francisco

Wednesday, January 4, 1989 - 2:00 p.m. Room 228, City Hall

Members: Supervisors Molinari, Britt, Gonzalez

Clerk: Barbara Stavro-Taylor

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 101-88-62. [Government Funding] Ordinance appropriating $31,200, Police Department, for overtime - permanent; rescinding $31,200 from permanent salaries - uniform. (Controller) RO #8164, SA #66

   ACTION: RECOMMENDED.

2. File 28-88-17. [Declaration of Emergency] Resolution approving a declaration of emergency to take necessary measures to repair an aviation fuel pipe and to decontaminate the affected areas at S. F. International Airport - $1,500,000. (Airports Commission)

   ACTION: RECOMMENDED AS AMENDED. (See file for details.)

3. File 3-88-1. [Removal of Lien] Resolution authorizing release of lien on property, Assessor's Block 6089, Lot 15, City and County of San Francisco, State of California, known as 562 Naples Street, and currently owned by Hazel Walsh. (City Attorney).

   ACTION: CONTINUED TO MEETING OF JANUARY 11, 1989.

4. File 100-88-8.7 [Release of Funds] Requesting release of reserved funds, City Attorney, in the amount of $74,718, for rental of new space in the Fox Plaza and moving expenses.

   ACTION: HEARING HELD. CONTINUED TO MEETING OF JANUARY 11, 1989.

5. File 101-88-63. [Government Funding] Ordinance appropriating $250,000, Chief Administrative Officer - Public Pound, for Capital Improvement Project (renovation of 949 Presidio Avenue), and equipment purchase; and placing a reserve on $121,000. (Controller) RO #8176, SA #86

   ACTION: RECOMMENDED AS AMENDED. (Change title to read: "Appropriating $224,000, Chief Administrative Officer - Public Pound, for Capital Improvement Project (renovation of 949 Presidio Avenue), and equipment purchase.")

6. File 101-88-64. [Government Funding] Ordinance appropriating $2,745,000, Chief Administrative Officer - Public Pound, for Capital Improvement Project (Animal Shelter Construction); and placing reserve on $131,000. (Controller) RO #8177, SA #87

   ACTION: RECOMMENDED.

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7. File 101-88-65. [Government Funding] Ordinance appropriating $16,000, Juvenile Court, for temporary salaries. (Controller) RO #8171, SA #78

ACTION: RECOMMENDED.

8. File 101-88-66. [Government Funding] Ordinance appropriating $99,656, Recreation and Park, for permanent salaries and mandatory fringe benefits; rescinding $41,656 from permanent salaries, for creation of two positions, 7334 Stationary Engineer and a salary range increase for one position, A856 Asst. Stadium Manager. (Controller) RO 8145, SA# 54

ACTION: RECOMMENDED AS AMENDED. (Reduce appropriation to $84,778)

File 101-88-66.1. Release of reserved funds, Recreation and Park, in amount $24,890, Stationary Engineer position. APPROVE RELEASE OF $24,890. FILED.

9. File 102-88-24. [Public Employment] Ordinance amending Annual Salary Ordinance, Recreation and Park Department, reflecting the addition of two positions and a salary range change for one position. (Civil Service Commission) Salary Ord. Amend. No. 21

ACTION: RECOMMENDED.

10. File 382-88-1. [Recovery of Value of Services] Resolution authorizing Tax Collector to institute legal proceedings for the recovery of value of services rendered at hospital facilities operated by the S. F. Department of Public Health. (Treasurer)

ACTION: RECOMMENDED.

CLOSED SESSION:

11. File 45-88-86. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Dean Lumpkin against the City and County (Police Dept.) by payment of $37,000. RO #8157

ACTION: RECOMMENDED.

12. File 45-88-87. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of William and Jane MacDonald against the City and County (DPW) by payment of $115,000. RO #8161

ACTION: RECOMMENDED.

13. File 45-88-88. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Rebhi Ayesh against the City and County (DPW) by payment of $25,000. RO #8162

ACTION: RECOMMENDED.

14. File 45-88-89. [Settlement of Lawsuit] Ordinance authorizing settlement of litigated and unlitigated claims of Wells Fargo Bank against the City and County (Assessor) by payment of $1,045,973. RO #8167

ACTION: RECOMMENDED.

15. File 45-88-90. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Franz Probst, Elisabeth Probst and Franz Probst, Jr. against the City and County (Fire Dept.) by payment of $75,000. RO #8170

ACTION: RECOMMENDED.

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CALENDAR

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JAN 17 1989
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MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

Wednesday, January 11, 1989 - 2:00 p.m. Room 228, City Hall

Members: Supervisors Walker, Ward, Hallinan

Clerk: Greg Hobson

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 3-88-1. [Removal of Lien] Resolution authorizing release of lien on property, Assessor's Block 6089, Lot 15, City and County of San Francisco, State of California, known as 562 Naples Street, and currently owned by Hazel Walsh. (City Attorney) (Cont'd from 1/4/89)

   ACTION: RECOMMENDED.

2. File 100-88-8.7. [Release of Funds] Requesting release of reserved funds, City Attorney, in the amount of $74,718, for rental of new space in the Fox Plaza and moving expenses. (Cont'd from 1/4/89)

   ACTION: APPROVED RELEASE OF $74,718; FILED.

3. File 127-88-22. [Child Care Tax Credits] Ordinance amending Part III of the San Francisco Municipal Code by adding Sections 905B and 1005.5 thereto, to provide a payroll expense tax credit and a business tax credit to employers and businesses establishing a child care program, or constructing a child care facility, or making contributions to an employee's qualified care plan or paying an in-lieu fee for child care. Credits shall be given only for costs incurred or contributions made on behalf of dependents of the taxpayer's employees who reside in San Francisco. (Supv. Nelder)

   ACTION: CONTINUED TO JANUARY 18, 1989.
   (ORDINANCE APPROVED AS TO FORM RECEIVED FROM CITY ATTORNEY 1/11/89 [See title above.])

4. File 97-88-82. [Special Assessment Lien Procedure] Ordinance amending Administrative Code by adding Article XX, establishing a special assessment lien procedure. (Supv. Walker)

   ACTION: RECOMMENDED.

5. File 101-88-67. [Government Funding] Ordinance appropriating $50,000, Police Department, for program project budget (Narcotics Flash Fund). (Controller) RO #8173, SA #83

   ACTION: RECOMMENDED.

6. File 101-88-68. [Governnment Funding] Ordinance appropriating $8,964, Police Department, for property rental; rescinding $8,964 from permanent salaries - uniformed. (Controller) RO #8172, SA #84

   ACTION: RECOMMENDED.

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JAN 24 1989

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CALENDAR

FINANCE COMMITTEE

BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

WEDNESDAY, JANUARY 18, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

ABSENT: SUPERVISOR WARD, ITEM 8

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 127-88-22. [Child Care Tax Credits] Ordinance amending Part III of the San Francisco Municipal Code by adding Sections 905B and 1005.5 thereto, to provide a payroll expense tax credit and a business tax credit to employers and businesses establishing a child care program, or constructing a child care facility, or making contributions to an employee's qualified care plan or paying an in-lieu fee for child care. Credits shall be given only for costs incurred or contributions made on behalf of dependents of the taxpayer's employees who reside in San Francisco. (Supervisor Nelder)

   (Cont'd from 1/11/89)

   ACTION: TABLED.

2. File 377-88-1.1. [Correcting Court Filing Fees] Resolution correcting Resolution No. 1002-88, increasing the filing fees in civil cases in the Superior Court provided in Government Code Sections 68090, 26820.3, 26826, 26840.3 and 26840.4 for dissolutions. (Superior Court)

   ACTION: AMENDMENT OF THE WHOLE PRESENTED IN COMMITTEE. ADOPTED. RECOMMENDED. NEW TITLE: "Amending Resolution No. 1002-88 increasing the filing fees in civil cases in the Superior Court for dissolutions by decreasing the fees $10.00 to $151.00."

3. File 101-88-69. [Government Funding] Ordinance appropriating $30,000, Social Services, for professional and special services. (Supervisor Walker) RO #8183, SA #102

   ACTION: RECOMMENDED.

4. File 31-89-1. [Immediate Filling Vacated Position] Resolution approving immediate filling of vacancy in the position of Q80 Captain of Police, San Francisco Police Department. (Police Commission) RO #8182

   ACTION: RECOMMENDED.

5. File 82-89-1. [Sale of Sewer Easement] Ordinance approving sale of a sanitary sewer easement to the County of San Mateo over lands of the San Francisco Water Department. (Real Estate Department).

   ACTION: RECOMMENDED.

6. File 82-89-2. [Property Acquisition - Noise Easement] Resolution authorizing completion of the South San Francisco Phase III Noise Easement Acquisition Program and the acquisition of 47 additional noise easements comprising the South San Francisco Phase IV Program. (Real Estate Department) RO #8181

   ACTION: RECOMMENDED.

7. File 168-89-1. Hearing to consider supporting the Trust for Public Land efforts to acquire a site in the South of Market area for a new park, without any obligation on the part of the City, and to hold that property for possible resale to the City at some future date. (Supervisor Maher)

ACTION: RESOLUTION PREPARED IN AND REPORTED OUT OF COMMITTEEE. RECOMMENDED. ENTITLED: "Supporting the Trust for Public Land efforts to acquire a site in the South of Market area for a new park."

CLOSED SESSION

8. File 45-89-1. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Geraldine Shea against the City and County by payment of $70,500. RO #8179

ACTION: RECOMMENDED.

FINANCE COMMITTEE
BOARD OF SUPERVISORS
ROOM 235, CITY HALL
SAN FRANCISCO, CALIFORNIA 94102

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CALENDAR

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JAN 30 1989
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MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, JANUARY 25, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 174-89-1. [Proposition 90] Ordinance adopting the provisions of subdivision (a) of Section 2 of Article XIIIA of the California Constitution, as amended at the November 8, 1988 election, allowing homeowners over the age of 55 to transfer base year values of their previous primary residence in another California County to a new primary residence purchased or constructed in San Francisco after the effective date of this ordinance. (Supervisors Kennedy, Walker)

   ACTION: HEARING HELD; CONTINUED TO FEBRUARY 1, 1989, MEETING. (Pending amendment to add a sunset clause for termination of ordinance as of January 30, 1992 - City Attorney to prepare language.)

FINANCE COMMITTEE PLANNING SESSION

2. File 100-89-2. Discussion by Committee members of process for handling of 1989-90 Budget.

   ACTION: DISCUSSION OF HANDLING 1989-90 BUDGET PROCESS HELD; CONTINUED TO FEBRUARY 1, 1989, MEETING.

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Actions Taken

CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, FEBRUARY 1, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

   a) File 31-89-2. [Immediate Filling] Resolution approving immediate filling of vacant position of 1632 Senior Account Clerk, Bureau of Claims & Contracts, Public Utilities Commission. (Public Utilities Commission)

   b) File 31-89-3. [Immediate Filling] Resolution approving immediate filling of vacated position of 8310 Sheriff's Lieutenant, Sheriff's Department. (Sheriff Department)

   c) File 78-89-1. [Health Service System Fund] Resolution establishing the contribution to be made to the Health Service System Fund by City and County of San Francisco, Unified School District and Community College District for Fiscal Year 1989-90. (Health Service System)

   ACTION: RECOMMENDED.

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REGULAR CALENDAR

2. File 174-89-1. [Proposition 90] Ordinance adopting the provisions of subdivision (a) of Section 2 of Article XIIIA of the California Constitution, as amended at the November 8, 1988, election, allowing homeowners over the age of 55 to transfer base year values of their previous primary residence in another California County to a new primary residence purchased or constructed in San Francisco after the effective date of this ordinance. (Supervisors Kennedy, Walker)

(Cont'd from 1/25/89)

ACTION: AMENDMENT OF THE WHOLE PRESENTED IN COMMITTEE. ADOPTED. RECOMMENDED. (SUPERVISOR HALLINAN DISSENTING.) AMENDED TITLE: "[Proposition 90] Amending Article I of Chapter 10 of the San Francisco Administrative Code by adding thereto Section 10.3-4, adopting the provisions of subdivision (a) of Section 2 of Article XIIIA of the California Constitution, as amended at the November 8, 1988 election, allowing homeowners over the age of 55 to transfer base year values of their previous primary residence in another California county to a new primary residence purchased or constructed in San Francisco after the effective date of this ordinance; sunset clause."

3. File 101-88-70. [Government Funding] Ordinance appropriating $17,979, Chief Administrative Officer, for permanent salaries, Recorder; rescinding $17,979 from temporary salaries. RO #8187 (Controller)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduced appropriation to $13,999. AMENDED TITLE: "Appropriating $13,999 for permanent salaries, Recorder and rescinding $13,9999 from temporary salaries, Chief Administrative Officer for fiscal year 1988-89."

4. File 101-88-71. [Government Funding] Ordinance appropriating $200,000, Mayor's Office, for program project budget (implementing Prop D - Commission on Traffic and Parking), Parking authority for the creation of one position Classification 9790, Assistant to Mayor V. RO #8174 (Controller) (COMPANION TO 102-88-28)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduced appropriation 5o $150,000. AMENDED TITLE: "Appropriating $150,000 for program project (implementing of Prop D - Commission on Traffic and Parking), Parking Authority for the creation of one (1) position, Mayor's Office, for fiscal year 1988-89."

5. File 102-88-28. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Office of the Mayor, reflecting the addition of one position Classification 9790, Assistant to Mayor V. (Civil Service Commission) (COMPANION TO FILE 101-88-71)

ACTION: RECOMMENDED.

6. File 176-89-1. [Purchaser - Time Purchase Agreement] Resolution authorizing the Purchaser on behalf of the City Attorney to enter into a time purchase contract for new furniture to be placed in quarters to be occupied by personnel of the City Attorney. (Supervisor Walker)

ACTION: RECOMMENDED.

NOTE: IT IS THE INTENTION OF THE CHAIR TO ENTERTAIN A MOTION TO TABLE FILE 102-88-26.

7. File 102-88-26. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Office of the Mayor, reflecting the addition of one position Classification 9748, Staff Assistant VIII, Special Project. (Civil Service Commission)

ACTION: TABLED.

8. File 100-89-2. Discussion by Committee members of process for handling of 1989-90 Budget.

ACTION: DISCUSSION OF 1989-90 BUDGET PROCESS HELD; CONTINUED TO FEBRUARY 8, 1989, MEETING.

CLOSED SESSION

9. File 45-89-2. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Jairo V. Perez against the City and County of San Francisco by payment of $7,500. (Superior Court No. 892-173) (City Attorney)

ACTION: RECOMMENDED.

10. File 45-89-3. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of James Tahsini, et al., against the City and County of San Francisco by payment of $35,000. (U.S. District Court No. C88-3107 CAL.) (City Attorney)

ACTION: RECOMMENDED.

11. File 45-89-4. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Joseph Balistreri, against the City and County of San Francisco by payment of $9,789.37. (Municipal Court No. 008-411) (City Attorney)

ACTION: RECOMMENDED.

12. File 45-89-6. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Equal Employment Opportunity Commission against San Francisco Police Department, et al., by payment of $160,000.

ACTION: RECOMMENDED.

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Action Taken

CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

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WEDNESDAY, FEBRUARY 8, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 51-88-4. Transmitting claims of employees, various departments for reimbursement for personal property damaged and/or stolen in the line of duty.

   ACTION: RESOLUTION PREPARED IN AND REPORTED OUT OF COMMITTEE. RECOMMENDED. ENTITLED: "Authorizing reimbursement for cost of personal property of City and County employees damaged and/or stolen in the line of duty."

2. File 53-89-1. [Sewage Treatment Works Financing] Resolution finding and determining that the Oceanside Water Pollution Control Plant project will protect and preserve the environment and that the use of loan funds is the most cost-effective method of financing the project; authorizing the Director of Public Works to apply for and enter into loan agreements not to exceed approximately $60 million. (Supervisor Walker)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. One Page 3, line 4 after "to" insert "apply for and enter into a loan agreement not to exceed $60 million, and"

3. File 101-88-72. [Government Funding] Ordinance appropriating $17,224, for permanent salaries and rescinding $6,682 from mandatory fringe benefits, Public Administrator/Public Guardian, for the immediate filling of the positions of 1126 Public Administrator and 1131 Assistant Public Administrator, Public Guardian. (Controller) RO #8178

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $15,416. On Page Two, delete entire Section 2. AMENDED TITLE: "Appropriating $15,416 for permanent salaries and rescinding $6,682 from mandatory fringe benefits, Public Administrator/Public Guardian, for fiscal year 1988-89 for the immediate filling of the positions of 1126 Public Administrator and 1131 Assistant Public Administrator, Public Guardian."

   NOTE

   File 101-88-72.1. RESOLUTION PREPARED IN AND REPORTED OUT OF COMMITTEE. RECOMMENDED. ENTITLED: "[Immediate Filling] Approving immediate filling of vacated positions of 1126-Public Administrator and 1131 Assistant Public Administrator/Public Guardian."

4. File 101-88-73. [Government Funding] Ordinance appropriating $13,163, County Clerk, for permanent salaries and mandatory fringe benefits; rescinding $13,163 from permanent salaries and mandatory fringe benefits for the deletion of one position, Classification 1630 Account Clerk and the creation of one position, Classification 1632 Senior Account Clerk. (Controller) RO #8175 (COMPANION TO FILE 102-88-27)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $11,526. AMENDED TITLE: "Appropriating $11,526 for permanent salaries and mandatory fringe benefits and rescinding $11,526 from permanent salaries and mandatory fringe benefits for the deletion and creation of one (1) position, County Clerk, for fiscal year 1988-89."

5. File 102-88-27. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Office of the County Clerk, reflecting the reclassification of one position. (Civil Service Commission) (COMPANION TO FILE 101-88-73)

   ACTION: RECOMMENDED.

6. File 172-89-1. [Recovery Services - Hospital Facilities] Resolution authorizing Tax Collector attorney to institute legal proceeding for the recovery of value of services rendered at hospital facilities operated by the San Francisco Department of Public Health. (Tax Collector)

   ACTION: RECOMMENDED.

7. File 46-89-1. [San Deigo Litigation] Resolution urging the City Attorney to intervene in the litigation brought by the County of San Diego seeking to invalidate the current allocation of mental health, drug and alcohol funds and State hospital beds. (Supervisor Kennedy)

   ACTION: RECOMMENDED.

8. File 100-89-2. Discussion by Committee members of process for handling of 1989-90 Budget.

   (Cont'd from 2/1/89)

   ACTION: DISCUSSION OF 1989-90 BUDGET PROCESS HELD; CONTINUED TO THE CALL OF THE CHAIR.

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BOARD of SUPERVISORS

City Hall
San Francisco 94102
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NOTICE OF CANCELLED MEETING
FINANCE COMMITTEE

NOTICE is hereby given that the regular meeting of the Finance Committee, scheduled for Wednesday, February 15, 1989, at 2:00 p.m., has been cancelled. The next meeting will be held on Wednesday, February 22, 1989.

John L. Taylor
Clerk of the Board

JLT/GRH

Finance Committee
Board of Supervisors
Room 235, City Hall
San Francisco 94102

IMPORTANT
HEARING NOTICE

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CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, FEBRUARY 22, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 28-89-2. [Emergency Repairs and Loan/State] Resolution authorizing the Recreation and Park Department to declare a State of Emergency in the amount of $200,000 to repair damage caused by storms at the San Francisco Marina, and to apply for, accept and expend, a $100,000 loan from the State of California to help pay for the cost of these repairs. (Recreation/Park Dept.)

   b) File 95-89-1. [Annual Audit] Resolution ordering annual audit of Controller's books. Declaring intention of the Board of Supervisors to order an annual audit of Controller's books and to exercise a one year renewal option of a three-year contract with a consortium of accounting firms. (Controller)

   c) File 28-89-3. [Airport Administration] Resolution approving supplemental encumbrance of funds in the amount of $133,500 for Airport Contract No. 2130 pursuant to Declaration of Emergency. (Airports Commission)

   d) File 38-89-2. [Acceptance of Gifts] Resolution accepting one gift valued at $9,500.87, for use by the Recreation and Park Department. (Recreation/Park)

   ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

REGULAR CALENDAR

2. File 100-88-8.8. Requesting release of reserved funds, Port Commission, in the amount of $31,535, for filling position of Classification 9391, Public Relations Representative. (Port)

   ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

3. File 127-89-1. [Stadium Operator Admission Tax] DRAFT ordinance amending Part III, San Francisco Municipal Code, by amending Section 807 thereof, providing an exemption from the Stadium Operator Admission Tax for tickets sold at twelve dollars and ninety-nine cents ($12.99) or less, applicable to sales on or after January 1, 1989. (Supervisor Gonzalez)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

4. File 101-88-74. [Government Funding] Ordinance appropriating $26,968, Police Department, for permanent salaries - uniform and related mandatory fringe benefits; rescinding $26,968 from permanent salaries - uniform for the creation of one (1) position Q-80 Captain (Police Department). (Controller) RO #8196 (COMPANION TO FILE 102-88-32)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

5. File 102-88-32. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Police Department, reflecting the addition of one (1) position (Classification Q-80 Captain). (Civil Service Commission) (COMPANION TO FILE 101-88-74)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

6. File 12-88-27.2. Hearing to consider supporting the amendment to the State Constitution proposed by the Board of Directors of the County Supervisors Association of California (CSAC) entitled "Local Government Fiscal Stability Amendment" without reference to trial court funding. (Supervisors Kennedy)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

7. File 187-89-1. [Trial Court Funding] Resolution electing to become subject to the provisions of the State Trial Court Funding Program for the period of July 1, 1989, through June 30, 1990. (Supervisor Walker)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

8. File 101-88-76. [Government Funding] Ordinance appropriating $226,835, County Clerk, for permanent salaries-miscellaneous and related mandatory fringe benefits and facilities maintenance projects for the creation of seventeen (17) positions and the deletion of fourteen (14) positions; subject of previous budgetary denial. (Controller) RO #8200 (COMPANION TO FILE 102-88-31)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

9. File 102-88-31. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Office of the County Clerk, reflecting the reclassification of fourteen (14) positions and the addition of three (3) positions. (Civil Service Commission) (COMPANION TO FILE 101-88-76)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

10. File 101-88-77. [Government Funding] Ordinance appropriating $1,160,806, Superior Court, for permanent salaries-miscellaneous and related mandatory fringe benefits, fees and other compensation, other contractual services, use of employee cars, travel, materials and supplies, equipment, data/work processing equipment, services of other departments-Police, services of other Departments-Social Services, services of other departments-CAO insurance and risk reduction, facilities maintenance and capital improvement projects for the creation of six (6) positions and deletion of one (1); subject of previous budgetary denial. (Controller) RO #8197 (COMPANION TO FILE 102-88-29)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

11. File 102-88-29. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Superior Court, reflecting the addition of six (6) positions (Classifications 0697 Judicial Clerk, 0680 Judicial Secretary, Superior Court, (2) 0676 Research Assistant, Superior Court, 0821 Superior Court Computer Coordinator and 0647 Director, Probate) and the deletion of one (1) position (Classification 0648 Court Investigator, Superior Court). (Civil Service Commission) (COMPANION TO FILE 101-88-77)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

12. File 101-88-78. [Government Funding] Ordinance appropriating $2,218,937, Municipal Court, for permanent salaries and related mandatory fringe benefits, professional services, data/work processing professional service contracts, training, materials and supplies and equipment lease/purchase for the creation of four (4) positions and a salary range adjustment for three (3) positions; subject of previous budgetary denial and appropriating $4,353,063 for the General Reserve for Fiscal Year 1988-89. (Controller) Ro #8199 (COMPANION TO FILE 102-88-30)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

13. File 102-88-30. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Municipal Code, reflecting the addition of four (4) positions (Classifications 0297 Deputy Clerk, (2) 0360 Deputy Clerks, 1652 Senior Accountant) and a salary range adjustment for three (3) positions (Classifications 0250 Traffic Referee). (Civil Service Commission) (COMPANION TO FILE 101-88-78)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

14. File 183-89-1. [Quitclaim Deed] Ordinance authorizing a Quitclaim Deed to clear title to the rear 15-foot strip of Lot 5 in Assessor's Block 6967 (2074 Alemany Boulevard) of which was part of a former street, known as "Knight's Place" and to adopt findings of consistency with City Planning Code Section 101.1. (Real Estate Dept.)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

15. File 184-89-1. [Exchange of Real Property] Ordinance authorizing exchange of real property and real property rights between the City and County of San Francisco and the Town of Colma for public street and utility purposes. (Real Estate Dept.)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

16. File 172-89-2. [Lawsuit] Resolution authorizing Tax Collector attorney to institute legal proceedings for the recovery of value of services rendered at hospital facilities operated by the San Francisco Department of Public Health. (Tax Collector)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

17. File 186-89-1. [Emergency Contract] Resolution authorizing the Department of Public Health, Emergency Medical Services Agency to enter into an emergency contract with King-American Ambulance Company, Federal Ambulance Company, and San Francisco Ambulance Service. (Dept. Public Health)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

18. File 224-88-3.1. [Implementation of Settlement Agreement] Ordinance amending Ordinance No. 501-88 to revise conditions attached to the conveyance of real property located at 398 Haight Street and 220 Pierce Street to Tenderloin Neighborhood Development Corporation. (Mayor's Office of Housing)

    ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

CLOSED SESSION

19. File 45-89-5. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Susan Wagner and James Michael Williams vs. City and County of San Francisco, et al., and Susan Wagner, et al., vs. City and County of San Francisco, et al., by payment of $22,000. (City Attorney) (Superior Courts No.s 818-165 and 870-513)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

20. File 45-89-7. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Calvin Lee against the City and County of San Francisco by payment of $30,000. (City Attorney) (Superior Court No. 880-459)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

21. File 45-89-8. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Sherry Kamhi vs. City and County of San Francisco, Mark Palmer, et al., against the City and County of San Francisco by payment of $7,000. (City Attorney) (Superior Court No. 860-050)

ACTION: MEETING CANCELLED DUE TO LACK OF ADVERTISING.

SF
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CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MARCH 1, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

DOCUMENTS DEPT.

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1. File 172-89-3. [Lawsuit] Resolution authorizing Tax Collector Attorney to institute legal proceedings for the recovery of value of services rendered at hospital facilities operated by the San Francisco Department of Public Health. (Tax Collector)

   ACTION: RECOMMENDED.

2. File 188-89-1. [Housing Bonds] Resolution amending the Rules and Regulations for the City and County of San Francisco Single Family Mortgage Revenue Bond Programs. (Mayor's Office of Housing)

   ACTION: AMENDMENT OF THE WHOLE PRESENTED IN COMMITTEE. ADOPTED. RECOMMENDED. NEW TITLE: "Amending Resolution No. 748-85 by amending the rules and regulations for the City and County of San Francisco Single Family Mortgage Revenue Bond Programs."

3. File 97-89-4. [Towing and Storage of Vehicles] Ordinance amending the San Francisco Administrative Code by deleting Section 10C.8-1 and making related changes in Sections 10C.1, 10C.2, 10C.3, 10C.4 and 10C.8, dealing with the exemption of residents from paying towing and storage charges for stolen automobiles. (Supervisor Kennedy)

   ACTION: AMENDED. CONTINUED TO THE CALL OF THE CHAIR. (Clerical corrections only.)

4. File 101-88-30.1. Requesting release of reserved funds, Treasurer-Tax Collector, in the amount of $468,330, for implementation and enforcement of the Business Tax Registration Fee. (Treasurer/Tax Collector)

   ACTION: RELEASE OF $423,938 APPROVED; FILED.

5. File 101-88-75. [Government Funding] Ordinance appropriating $88,225, Superior Court, for other services, for fiscal year 1988-89. (Controller) RO #8198

   ACTION: CONTINUED TO THE CALL OF THE CHAIR.

6. File 101-88-79. [Government Funding] Ordinance appropriating $230,000, Department of Social Services, for professional services; rescinding $230,000 from permanent salaries. (Controller) RO #8205

   ACTION: CONTINUED TO MARCH 15, 1989, MEETING.

7. File 101-88-81. [Government Funding] Ordinance appropriating $13,585, Public Works-Cleanwater, for capital improvement (Harrison-Merlin to 5th and 6th) and certifying $13,585 from capital improvement projects (Harrison-Merlin to 5th and 6th) to cover overage above ten percent (10%) of contracted amount pursuant to provisions of Charter Section 7.203, Public Works-Cleanwater, for fiscal year 1988-89. (Controller) RO #8206

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Add a Section 2 to ratify an action previously taken. NEW TITLE: "Appropriating $13,585 for capital improvement projects (Harrison-Merlin to 5th and 6th) and certifying $13,585 from capital improvement projects (Harrison-Merlin to 5th and 6th) to cover overage above ten percent (10%) contracted amount pursuant to provisions of Charter Section 7.203, Public Works-Cleanwater, for fiscal year 1988-89; and providing ratification of action previously taken."

8. File 101-88-80. [Government Funding] Ordinance appropriating $1,695,000, Port Commission, for capital improvement project (Pier 7), for fiscal year 1988-89. (Controller) RO #8204

   ACTION: RECOMMENDED.

9. File 101-88-82. [Government Funding] Ordinance appropriating $124,437, Water Department, for permanent salaries-miscellaneous and related mandatory fringe benefits; rescinding $124,437 from permanent salaries-miscellaneous and related mandatory fringe benefits to reclassify eight (8) positions. (Controller) RO #8203 (COMPANION TO FILE 102-88-22)

   ACTION: RECOMMENDED.

10. File 102-88-22. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Water Department, reflecting the establishment of two new classifications and the reclassification of eight (8) existing positions to the new classifications. (Civil Service Commission) (COMPANION TO FILE 101-88-82)

    ACTION: RECOMMENDED.

11. File 100-89-5. Hearing to consider mid-year departmental financial status reports. (Supervisor Walker)

    ACTION: HEARING HELD; REVIEW OF MID-YEAR STATUS/SERVICE LEVEL REPORTS CONTINUED TO MARCH 8, 1989; DEPARTMENTAL PRESENTATIONS TO BEGIN MARCH 15, 1989.

12. File 100-88-8.4. Requesting release of reserved funds, Department of Public Health, Community Mental Health Services, in the amount of $114, 494, for OMHSS Conservatorships. (Dept. Public Health)

    ACTION: APPROVED RELEASE OF $64,494; FILED.

13. File 25-89-1. [Contracting Out] Resolution concurring with the Controller's certification that intake and shelter services to Status Offenders for Juvenile Court can be practically performed by private contractor for lower cost than similar work services performed by City and County employees. (Supervisor Walker)

    ACTION: RECOMMENDED.

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CALENDAR

MEETING OF
FINANCE COMMITTEE

DOCUMENTS DEPT.
MAR 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MARCH 8, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 38-89-3. [Gift Acceptance] Resolution accepting the gift of a statue by Jim Dine titled "Howard Street Venus" from the Convention Plaza, Inc., for the City and County of San Francisco. (Arts Commission)

   b) File 183-89-2. [Transfer of Property] Ordinance authorizing the transfer of 6.54 acres to the City of Daly City. (Real Estate Dept.)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 101-87-13.3. To consider release of reserved funds, Fire Department, in the amount of $1,094,053, for high pressure pipeline extension project on Third Street from Palou to Salinas Avenues. (Supervisor Walker)

   ACTION: AMENDED. APPROVED RELEASE OF $1,529,327; FILED.

3. File 101-88-83. [Government Funding] Ordinance appropriating $508,645, Chief Administrative Officer-Animal Control, for temporary salaries and related mandatory fringe benefits, other contractual services, other services, telephone, materials and supplies and equipment; placing $30,000 on reserve. (Controller) RO #8212 (COMPANION TO FILE 102-88-34)

   ACTION: AMENDMENT OF THE WHOLE BEARING NEW TITLE PRESENTED IN COMMITTEE. ADOPTED. AMENDED. RECOMMENDED AS AMENDED. Delete reference to placing $30,000 on reserve. NEW TITLE: "Appropriating $508,645 for temporary salaries and related mandatory fringe benefits, other contractual services, other services, telephone, materials and supplies and equipment, reflecting the addition of four (4) existing classifications and seven (7) new classifications; Chief Administrative Officer - Animal Control, for fiscal year 1988-89."

4. File 102-88-34. [Public Employment] Ordinance amending Ordinance No. 269-88 (Annual Salary Ordinance, 1988/89) reflecting the addition of four (4) existing classifications and seven (7) new classifications in the Office of the Chief Administrative Officer. (Supervisor Walker) (COMPANION TO FILE 101-88-83)

   ACTION: RECOMMENDED.

5. File 101-88-84. [Government Funding] Ordinance appropriating $500,000, Parking Authority, for program project budget (Polk-Bush Garage) for fiscal year 1988/89. (Controller) RO #8211

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $350,000 on reserve to be released by Finance Committee pending submission by Parking Authority regarding number of hours and hourly rates for architectural and contractual services and plans for fulfilling City's MBE/WBE guidelines. AMENDED TITLE: "Appropriating $500,000 for program project budget (Polk-Bush Garage), Parking Authority, for fiscal year 1988-89; placing $350,000 reserve."

6. File 101-88-85. [Government Funding] Ordinance appropriating $22,000, Police Department, for communications equipment; rescinding $22,000 from permanent salaries-uniform for fiscal year 1988/89. (Controller) RO #8214

   ACTION RECOMMENDED.

7. File 101-88-86. [Government Funding] Ordinance appropriating $125,634, Public Library, for mandatory fringe benefits for fiscal year 1988/89. (Controller) RO 8216

   ACTION: RECOMMENDED.

8. File 101-88-90. [Government Funding] Ordinance appropriating $3,125, Airport, for permanent salaries-miscellaneous and related mandatory fringe benefits for a salary range adjustment for one (1) position, Airport Property Specialist III, for fiscal year 1988/89. (Controller) RO #8215 (COMPANION TO FILE 102-88-33)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $2,300; replace on line 11 "Unappropriated Revenue" with "Airport Permanent Salaries-Miscellaneous." AMENDED TITLE: "Appropriating $2,300 for permanent salaries - misceallaneous and related mandatory fringe beneifts for a salary range adjustment for one (1) position, Airport for fiscal year 1988-89."

9. File 102-88-33. [Public Employment] Ordinance amending Annual Salary Ordinance No. 269-88, 1988/89, reflecting a salary range adjustment for position Classification A764 Airport Property Specialist III at the San Francisco International Airport. (Civil Service Commission) (COMPANION TO FILE 101-88-90)

   ACTION: RECOMMENDED.

10. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

    ACTION: CONTINUED TO MARCH 15, 1989.

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Action Taken

CALENDAR

MEETING OF
FINANCE COMMITTEE

DOCUMENTS DEPT.
MAR 17 1989
SAN FRANCISCO
PUBLIC LIBRARY

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MARCH 15, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 101-88-79. [Government Funding] Ordinance appropriating $230,000, Department of Social Services, for professional services; rescinding $230,000 from permanent salaries. (Controller) RO #8205

   (Cont'd from 3/1/89)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $230,000 on reserve. AMENDED TITLE: "Appropriating $230,000 for professional services and rescinding $230,000 from permanent salaries, Social Services, for fiscal year 1988-89; placing $230,000 on reserve."

2. File 101-88-87. [Government Funding] Ordinance appropriating $87,131, Police Department, for program project budget (enforcement). (Controller) RO #8213

   ACTION: RECOMMENDED.

3. File 101-88-88. [Government Funding] Ordinance appropriating $4,800, Board of Supervisors - Assessment Appeals Board, for fees and other compensation; rescinding $4,800 from permanent salaries. (Controller) RO #8217

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $3,900. AMENDED TITLE: "Appropriating $3,900 for fees and other compensation, and rescinding $3,900 from permanent salaries, Board of Supervisors - Assessment Appeals Board for fiscal year 1988-89."

4. File 101-88-89. [Government Funding] Ordinance appropriating $10,000, Board of Supervisors, for professional and special services. (Controller) RO #8218

   ACTION: CONTINUED TO MARCH 22, 1989, MEETING.

5. File 101-88-91. [Government Funding] Ordinance appropriating $655,000, Public Library, for various capital improvements (1988 Public Library Facilities System Improvement Bonds) and for the creation of two (2) positions (3638 Chief Librarian and 1446 Secretary II). (Controller) RO #8220 (COMPANION TO FILE 102-88-35)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $633,577 and place $325,000 on reserve. AMENDED TITLE: "Appropriating $633,577 for various capital improvements (1988 Public Library Facilities System Improvement Bonds) for the creation of two (2) positions, Public Library for fiscal year 1988-89; placing $325,000 on reserve."

6. File 102-88-35. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988/89, Public Library, reflecting the addition of two (2) positions (Classifications 3638 Chief Librarian and 1446 Secretary II). (Civil Service Commission) (COMPANION TO FILE 101-88-91)

ACTION: RECOMMENDED.

CLOSED SESSION

7. File 45-89-11. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Wilbert Batiste vs. City and County of San Francisco, Manuel Robleto, James Augusta, Cornelius P. Murphy, et al., by payment of $100,000, plus 10 percent interest from February 22, 1989 to date of payment. (City Attorney)

ACTION: RECOMMENDED.

SPECIAL ORDER - 3:00 P.M.

8. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

General Administration and Finance:
Controller
Assessor
Treasurer/Tax Collector
Chief Administrative Officer

ACTION: REVIEW OF CONTROLLER, ASSESSOR, TREASURER/TAX COLLECTOR AND CHIEF ADMINISTRATIVE OFFICER HELD; FILE CONTINUED TO MARCH 22, 1989, MEETING.

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CALENDAR

MEETING OF
FINANCE COMMITTEE

DOCUMENTS DEPT.
MAR 2 8 1989
SAN FRANCISCO
PUBLIC LIBRARY

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MARCH 22, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 101-87-30.1. Requesting release of reserved funds, Port Commission, in the amount of $500,000, for Pier 7 public access capital improvement project. (Port Commission)

   b) File 80-89-1. [Public Transportation] Ordinance approving agreement between City and County of San Francisco, through its Public Utilities Commission, and San Francisco Bay Area Rapid Transit District for payment for transfer trips. (Public Utilities Commission)

   c) File 23-89-1. [Claim Against the Government] Resolution waiving the statute of limitations with respect to payment of certain warrant of the City and County of San Francisco, in the sum of $941.70, a legal obligation of the City and County of San Francisco. (Public Library)

   d) File 25-89-3. [Contract] Resolution concurring with the Controller's certification that legal process server services can be practically performed for the District Attorney, Family Support Bureau, by a private contractor for a lower cost than similar services performed by City and County employees. (District Attorney)

   e) File 31-89-4. [Immediate Filling] Resolution approving immediate filling of a vacated position of 2986, Director, Human Rights Commission. (Human Rights Commission)

   f) File 101-88-93. [Government Funding] Ordinance appropriating $58,000, Police Department, for overtime (Police Athletic League Program at Oceanview Playground) and rescinding $58,000 from Narcotics Forfeiture Fund. (Controller) RO #8226

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 101-88-89. [Government Funding] Ordinance appropriating $10,000, Board of Supervisors, for professional and special services. (Controller) RO #8218

(Cont'd from 3/15/89)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Add in the title and add a Section 2 to ratify action previously taken. AMENDED TITLE: "Appropriating $10,000 for professional and special services, Board of Supervisors, for fiscal year 1988-89; and providing ratification of action previously taken."

3. File 25-89-2. [Contract] Resolution concurring with the Controller's certification that services of the Budget Analyst can be practically performed by private contractor for lower cost than similar work services performed by City and County employees. (Clerk of the Board)

ACTION: RECOMMENDED.

4. File 28-89-4. [Emergency Work] Resolution approving the emergency expenditure of funds for construction of an auxiliary spillway at Moccasin Dam, Hetch Hetchy Water and Power. (Public Utilities Commission)

ACTION: CONTINUED TO APRIL 5, 1989, MEETING.

5. File 97-89-5. [Professional Membership] Ordinance amending the San Francisco Administrative Code by adding Section 16.6-47 thereto, to authorize the Adult Probation Department to join certain membership organizations. (Adult Probation Dept.)

ACTION: RECOMMENDED.

6. File 101-88-92. [Government Funding] Ordinance appropriating $2,138,994, Fire Department, for extended work week, overtime, differential pay and program project (Lieutenant Examinations); and rescinding $278,071 from permanent salaries - crafts, holiday pay and temporary salaries. (Controller) RO #8227

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce the appropriation to $2,131,098. Add in the title and a Section 2 to ratify action previously taken. NEW TITLE: "Appropriating $2,131,098 for extended work week, overtime, differntial pay and program project (Lieutenant examinations) and rescinding $278,071 from permanent salaries - craft, holiday pay and temporary salaries, Fire Department for fiscal year 1988-89; and providing ratification of action previously taken."

7. File 124-89-3. [Fees] Ordinance amending Article 15, Part II, Chapter XI of the San Francisco Municipal Code (Traffic Code) by amending Section 314 thereof to delete the Permit Parking Engineering Fund and provide that portions of the Residential Parking Permit fees be deposited in the Road Fund to offset costs the City incurs implementing the Residential Permit Parking Program. (Dept. Public Works)

ACTION: RECOMMENDED.

SPECIAL ORDER - 4:00 P.M.

8. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

(Cont'd from 3/15/89)

Civil Service
Fire Department

ACTION: REVIEW OF CIVIL SERVICE COMMISSION AND FIRE DEPARTMENT HELD; FILE CONTINUED TO MARCH 29, 1989, MEETING.

CLOSED SESSION

9. File 45-89-9. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Patricia H. Holman against the City and County of San Francisco by payment of $10,000. (City Attorney) (Superior Court No. 876-753)

ACTION: RECOMMENDED.

10. File 45-89-10. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Elvamaria Chamorro vs. City and County of San Francisco, against the City and County by payment of $7,500. (City Attorney) (Superior Court No. 854-047)

ACTION: RECOMMENDED.

11. File 46-89-2. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Jack P. Cohen vs. Estate of Andrew J. Vanisko, et al., upon receipt of the sum of $50,000; and authorizing dismissal of said litigation. (City Attorney) (Superior Court No. 865-579)

ACTION: RECOMMENDED.

12. File 46-89-3. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of City and County of San Francisco vs. Mary Pasos, et al., upon receipt of the sum of $12,500; and authorizing dismissal of said litigation. (City Attorney) (Superior Court No. 891-433)

ACTION: RECOMMENDED.

13. File 45-89-12. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Elizabeth Martinez, et al. vs. City and County of San Francisco and Lawrence Engel, et al., vs. City and County of San Francisco by payment of $40,000. (City Attorney) (U.S. District Court No. C87-5169)

ACTION: RECOMMENDED.

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Actions Taken

CALENDAR

MEETING OF FINANCE COMMITTEE

DOCUMENTS DEPT.
MAR 3 1 1989
SAN FRANCISCO PUBLIC LIBRARY

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MARCH 29, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

ABSENT: SUPERVISOR WARD, ITEMS 9-10

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 25-89-4. [Contract] Resolution concurring with the Controller's certification that security services can be practically performed at the Department of Social Services by private contractor for lower cost than similar work services performed by City and County employees. (Dept. Social Services)

   b) File 82-89-3. [Acceptance of Sewer Easements] Resolution authorizing acceptance of a sewer easement from the United State of America and an Easement Deed from the San Francisco Redevelopment Agency and to adopt findings pursuant to City Planning Code Section 101.1. (Real Estate Dept.)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 100-88-8.9. Requesting release of reserved funds of $167,000, Airport for overtime funds. (Supervisor Walker)

   ACTION: RELEASE OF $133,325 APPROVED; FILED.

3. File 101-88-64.1. Requesting release of reserved funds in the amount of $131,000, Chief Administrative Officer, in order to proceed with construction of animal shelter at City warehouse on 15th and Harrison Streets on schedule. (Supervisor Walker)

   ACTION: RELEASE OF $131,000 APPROVED; FILED.

4. File 100-88-19. Requesting release of reserved funds, Sheriff Department, in the amount of $135,000, for the Arts Enrichment Program. (Sheriff)

   ACTION: CONTINUED TO THE CALL OF THE CHAIR.

5. File 101-88-94. [Government Funding] Ordinance appropriating $231,501, Sheriff Department, for overtime and rescinding $70,675 from permanent salaries-miscellaneous. (Controller) RO #8232

   ACTION: RECOMMENDED.

6. File 101-88-95. [Government Funding] Ordinance appropriating $796,163, Juvenile Court, for capital improvement projects (Youth Guidance Center Master Plan), professional services - Prop J/CSC and services of other departments-miscellaneous departments. (Controller) RO #8229

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $694,420 on reserve. AMENDED TITLE: "Appropriating $796,163 for capital improvement project (Youth Guidance Cente Master Plan), professional services - Prop J/CSC and services of other departments-miscellaneous departments - Juvenile Court, for fiscal year 1988-89; placing $694,420 on reserve."

7. File 101-88-96. [Government Funding] Ordinance appropriating $31,233, Department of Public Works, for permanent salaries-miscellaneous and related mandatory fringe benefits and department and division overhead for the creation of one position, Classification 6335 Disability Access Coordinator. (Controller) RO #8228 (COMPANION TO FILE 102-88-36)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $20,510. AMENDED TITLE: "Appropriating $20,510 for permanent salaries - miscellaneous, and related mandatory fringe benefits and department and division overhead for the creation of one (1) position, Department of Public Works for fiscal year 1988-89."

8. File 102-88-36. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Department of Public Works, reflecting the addition of one (1) position, Classification 6335 Disability Access Coordinator. (Civil Service Commission) (COMPANION TO FILE 101-88-96)

   ACTION: RECOMMENDED.

SPECIAL ORDER - 3:30 P.M.

9. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

   (Cont'd from 3/22/89)

   Police Department
   Sheriff Department

   ACTION: REVIEW OF POLICE AND SHERIFF DEPARTMENTS HELD; FILE CONTINUED TO APRIL 5, 1989, MEETING.

CLOSED SESSION

10. File 45-89-13. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of City of Mountain View against the City and County of San Francisco for $550,000 by payment from the impound account. (City Attorney) (Santa Clara Superior Court No. P47923)

    ACTION: CONTINUED TO APRIL 5, 1989, MEETING.

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Action Taken

CALENDAR

MEETING OF

FINANCE COMMITTEE

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Board of Supervisors
City and County of San Francisco

WEDNESDAY, APRIL 5, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 31-89-5. [Employee Replacement] Resolution approving the immediate filling of vacated position of 6122 Senior Environmental Health Inspector, District Health Center #5, Department of Public Health. (Dept. Public Health)

   b) File 31-89-6. [Employee Replacement] Resolution approving immediate filling of a vacated position of 2145, Hospital Associate Administrator, Department of Public Health, San Francisco General Hospital. (Dept. Public Health)

   c) File 38-89-5. [Donation of Electric Motors] Resolution accepting donation of nine (9) electric motors from Everson Electric Company for Municipal Railway. (Public Utilities Commission)

   d) File 38-89-6. [Donation of Cable Car] Resolution accepting gift of Sacramento-Clay Cable Car Number 19 from the Pacific Coast Chapter of the Railway and Locomotive Historical Society for Municipal Railway. (Public Utilities Commission)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 29-89-4.1. [Moccasin Dam Auxiliary Spillway Negative Declaration Adoption] Resolution adopting Final Negative Declaration, finding and determining that the proposed construction of the Moccasin Dam Auxiliary Spillway will have not significant impact on the environment, and adopting and incorporating findings of Final Negative Declaration. (Dept. City Planning) (COMPANION TO FILE 28-89-4)

   ACTION: RECOMMENDED.

3. File 28-89-4. [Emergency Work] Resolution approving the emergency expenditure of funds for construction of an auxiliary spillway at Moccasin Dam, Hetch Hetchy Water and Power. (Public Utilities Commission) (COMPANION TO THE PRECEDING FILE)

(Cont'd from 3/22/89)

ACTION: AMENDED. RECOMMENDED AS AMENDED. On line 1, Page 1 after "funds" insert "in the amount of $1,434,000"; on line 25 replace "$1,988,000" with "1,434,000". AMENDED TITLE: "Approving the emergency expenditure of funds in the amount of $1,434,000 for construction of an auxiliary spillway at Moccasin Dam, Hetch Hetchy Water and Power."

4. File 101-88-97. [Government Funding] Ordinance appropriating $3,000,000, Water Department, for payments to other governments (purchasing water). (Controller) RO #8235

ACTION: RECOMMENDED. (Supervisor Hallinan dissenting.)

File 101-88-97.1. Consideration of data from Water Department on the amount of water and related costs needed to maintain adequate water supply for San Francisco. REQUESTEDD BY FINANCE COMMITTEE; CONSIDERATION CONTINUED TO APRIL 19, 1989
(Finance Committee)

5. File 97-89-9. [Parking Facilities-Prevailing Wages] Ordinance amending Section 6.35 of Chapter 6 of the San Francisco Administrative Code to provide for payment of prevailing wages to persons performing work or labor in the operation and maintenance of public parking facilities. (Supervisors Gonzalez, Nelder)

ACTION: CONTINUED TO APRIL 12, 1989, MEETING.

6. File 101-87-13.4. [Release of Funds] Requesting release of reserved funds, Fire Department, in an amount totalling $1,102,356, for various projects ($938,438 installation of hydrants and valves on 7th Avenue, Laguna Honda, Dewey and Claremount Boulevard, $107,303 for purchase of cistern manhole frames and covers, $47,610 for modification to cistern geotechnical analysis contract to sample and perform laboratory analyses of soils for toxic wastes at 23 sites and $9,000 to hire consultant to perform a site history study and evaluation of Ingalls Street from Armstrong Avenue to Van Dyke Avenue as part of the AWSS hydrants and main extension). (Fire Department)

ACTION: RELEASE OF $1,102,356 APPROVED; FILED.

7. File 31-89-7. [Employee Replacement] Resolution approving immediate filling of a vacated position of Classification 7335, Senior Stationary Engineer, Public Library. (Public Library) (COMPANION TO FILE 101-88-98)

ACTION: RECOMMENDED.

8. File 101-88-98. [Government Funding] Ordinance appropriating $2,500, Public Library, permanent salaries - Craft and rescinding $2,500 from subscriptions, for immediate filling of Classification 7335 Senior Stationary Engineer. (Supervisor Walker) (COMPANION TO FILE 31-89-7)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $130. AMENDED. TITLE: "Appropriating $130 for permanent salaries - craft and rescinding $130 from subscriptions, Public Library, for fiscal year 1988-89 for the immediate filling of Classification 7335 Senior Stationary Engineer."

SPECIAL ORDER - 3:30 P.M.

9. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

(File cont'd from 3/29/89)

Public Defender
District Attorney
Adult Probation
Juvenile Court
Municipal Court
Superior Court

ACTION: REVIEW OF PUBLIC DEFENDER, DISTRICT ATTORNEY, ADULT PROBATION, JUVENILE COURT, MUNICIPAL COURT, SUPERIOR COURT AND COUNTY CLERK HELD; JUVENILE COURT TO APPEAR ON FINANCE COMMITTEE CALENDAR AGAIN APRIL 19, 1989; FILE CONTINUED TO APRIL 12, 1989.

CLOSED SESSION

10. File 45-89-13. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of City of Mountain View against the City and County of San Francisco for $550,000 by payment from the impound account. (City Attorney) (Santa Clara Superior Court No. P47923)

(Cont'd from 3/29/89)

ACTION: RECOMMENDED.

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CALENDAR

MEETING OF

FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, APRIL 12, 1989 - 2:00 P.M. **ROOM 228, CITY HALL**

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

ABSENT: SUPERVISOR HALLINAN, ITEMS 10-13

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 25-89-5. [Contract] Resolution concurring with the Controller's certification that janitorial services can be practically performed at the Office of the Controller at 160 South Van Ness Avenue by private contractor for lower cost than similar work services performed by City and County employees. (Controller)

   b) File 25-89-6. [Contract] Resolution concurring with the Controller's certification that jail food services management operation for the City and County of San Francisco can practically be performed by private contraction at a lower cost for the year commencing July 1, 1989 than if work were performed by City and County employees. (Controller)

   c) File 25-89-7. [Contract] Resolution approving the Controller's certification that the Eviction Assistance Program for the City and County of San Francisco can practically be performed by private contraction at a lower cost for the year commencing July 1, 1989 than if work were performed by City and County employees. (Controller)

      File 25-89-8. [Contract] Resolution approving the Controller's certification that the Pretrial Diversion Program for the City and County of San Francisco can practically be performed by private contraction at a lower cost for the year commencing July 1, 1989 than if work were performed by City and County employees. (Controller)

   e) File 25-89-9. [Contract - Airport Administration] Resolution approving the Controller's certification that the Parking Management Services for San Francisco International Airport can practically be performed by private contractor at a lower cost for the year commencing July 1, 1989 than if work were performed by City and County employees. (Controller)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 97-89-9. [Parking Facilities-Prevailing Wages] Ordinance amending Section 6.35 of Chapter 6 of the San Francisco Administrative Code to provide for payment of prevailing wages to persons performing work or labor in the operation and maintenance of public parking facilities. (Supervisors Gonzalez, Nelder)

(Cont'd from 3/5/89)

ACTION: RECOMMENDED.

3. File 82-89-4. [Grant of Easement] Ordinance authorizing grant of a 2,240 square foot easement over Bay Division Pipeline Nos. 1 and 2 right-of-way being portion of Parcels 1222(5) and 1224(6) located in the City of Newark, Alameda County, to the City of Newark for public street purposes. (Real Estate Department)

ACTION: RECOMMENDED.

4. File 86-89-1. [Flower Show and Budget] Resolution authorizing County Fair and Flower Show to be held in 1989; approving budget and authorizing approval of premium schedule. (Recreation and Park Department) (COMPANION TO FILE 86-89-2)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Amend to include authorization for Recreation and Park Department to apply for, accept and expend $75,000 in State Funds. NEW TITLE: "Authorizing County Fair and Flower Show to be held in 1989. Approving Budget and Authorizing approval of Premium Schedule; Authorizing the Recreation and Park Department to apply for, accept and expend $75,000 from the State Department of Food and Agriculture."

5. File 86-89-2. [S.F. Flower Show and County Fair Agreement] Ordinance approving an agreement with S. F. Flower Show, Inc., to conduct the San Francisco Fair and Flower Show at the County Fair Building at Ninth Avenue and Lincoln Way in Golden Gate Park on August 24, 1989 through August 27, 1989. (Recreation and Park Department) (COMPANION TO THE PRECEDING FILE)

ACTION: RECOMMENDED.

6. File 97-89-10. [Hold Harmless Agreements] Ordinance amending Chapter 1 of the San Francisco Administrative Code by adding Section 1.25.5 thereto, authorizing the Fire Commission to enter into hold harmless agreements with owners of buildings scheduled for demolition for the purpose of conducting training exercises. (Fire Commission)

ACTION: AMENDED. RECOMMENDED AS AMENDED. On line 20 after "training" insert the following language "such hold harmless agreements shall indemnifyand hold harmless the owner only for liability arising out of the Department's own acts and/or omissions, and shall not indemnify and hold harmless the owner for liability arising out of the owner's acts and or omissions or for dangerous conditions existing on the property."

7. File 101-88-99. [Government Funding] Ordinance appropriating $6,000, Board of Supervisors, for other fixed charges. (Controller) RO #8236

ACTION: RECOMMENDED. (Supervisor Hallinan dissenting.)

8. File 101-88-100. [Government Funding] Ordinance appropriating $50,547, Police Department, for program project budget (Safe Anti-Drug Program). (Controller) RO #8238

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $33,698. AMENDED TITLE: "Appropriating $33,698 for program project budget (SAFE Anti-Drug Program), Police Department for fiscal year 1988-89."

9. File 100-88-8.10. Hearing to consider release of reserved funds, Airports Commission, in the amount of $1,722,000 for the Bureau of Light, Heat and Power. (Airports Commission)

   ACTION: RELEASE OF $1,028,515 APPROVED; FILED.

SPECIAL ORDER - 3:30 P.M.

10. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

    (File cont'd from 4/5/89)

    Department of Social Services
    Department of Public Health

    ACTION: REVIEW OF SOCIAL SERVICES AND PUBLIC HEALTH DEPARTMENT HELD; FILE CONTINUED TO APRIL 19, 1989, MEETING.

CLOSED SESSION

11. File 45-89-14. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Javier Aparicio-Tello, et al., against the City and County by payment of $9,500. (City Attorney) (USDC No. C85-8260 WWS)

    ACTION: CONTINUED TO APRIL 19, 1989, MEETING.

12. File 46-89-4. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Dianna Hale v. Chevron U.S.A., Inc., Chris T. Azcona, et al., upon receipt of $3,212.41; and authorizing release of lien. (City Attorney) (Superior Court No. 865533)

    ACTION: CONTINUED TO APRIL 19, 1989, MEETING.

13. File 46-89-5. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Steven Edmonds v. Thomas Ibelli, John Acmoody, et al., upon receipt of the sum of $41,373.09; and authorizing dismissal of complaint. (City Attorney) (Superior Court No. 861174)

    ACTION: CONTINUED TO APRIL 19, 1989, MEETING.

CALENDAR

SPECIAL JOINT MEETING OF
FINANCE/HUMAN SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Action Taken

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WEDNESDAY, APRIL 19, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, ALIOTO, GONZALEZ, HALLINAN, HONGISTO, WARD

ABSENT: SUPERVISOR HONGISTO

CLERK: GREG HOBSON

1. File 195-89-1. [Needs Assessment Report] Resolution accepting Needs Assessment Report by Jail Policy and Planning Advisory Committee and authorizing its submittal to the State Board of Corrections for approval. (Supervisor Walker)

   ACTION: AMENDMENT OF THE WHOLE BEARING NEW TITLE PRESENTED BY SUPERVISOR WALKER. ADOPTED. RECOMMENDED. NEW TITLE: "Accepting Jail Needs Assessment and Major Needs Assessment, Part II Architectural Studies, and authorizing their submittal to the State Board of Corrections for approval."

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NOTE: THE FINANCE COMMITTEE WILL COMMENCE IMMEDIATELY FOLLOWING THE JOINT FINANCE/HUMAN SERVICES COMMITTEE

CALENDAR

MEETING OF FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, APRIL 19, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CLOSED SESSION

1. File 45-89-14. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Javier Aparicio-Tello, et al., against the City and County by payment of $9,500. (City Attorney) (USDC No. C85-8260 WWS)

   (Cont'd from 4/12/89)

   ACTION: RECOMMENDED.

2. File 46-89-4. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Dianna Hale v. Chevron U.S.A., Inc., Chris T. Azcona, et al., upon receipt of $3,212.41; and authorizing release of lien. (City Attorney) (Superior Court No. 865533)

   (Cont'd from 4/12/89)

   ACTION: RECOMMENDED.

3. File 46-89-5. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Steven Edmonds v. Thomas Ibelli, John Acmoody, et al., upon receipt of the sum of $41,373.09; and authorizing dismissal of complaint. (City Attorney) (Superior Court No. 861174)

   (Cont'd from 4/12/89)

   ACTION: RECOMMENDED.

4. File 45-89-15. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of George Aragon against the City and County by payment of $10,000. (City Attorney) (USDC No. C87-2841 SC)

   ACTION: RECOMMENDED.

5. File 48-89-1. [Settlement of Claim] Resolution approving the settlement of the unlitigated claim of Jose Argumedo by payment of $7,150. (City Attorney)

   ACTION: RECOMMENDED.

CONSENT CALENDAR

6. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 38-89-7. [Acceptance of Gift] Resolution accepting a gift of computer equipment, software and support services from Apple Computer, Inc., in an amount not to exceed $50,000 for use by the San Francisco Public Library. (Public Library)

   b) File 38-89-8. [Acceptance of Gift] Resolution accepting a gift of 2,200 videotapes valued at approximately $25,000 for use by the San Francisco Public Library. (Public Library)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

7. File 97-89-11. [Health Service Board] Ordinance amending Section 16.157, San Francisco Administrative Code, approving Health Service System plans and rates of contribution, as adopted by the Health Service Board. (Health Service Board)

   ACTION: RECOMMENDED.

8. File 186-89-5. [Patient Rates] Resolution filing rates for services furnished by City and County health care institutions and rescinding Resolution No. 722-85. (Dept. Public Health)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. In the title after "County" insert "Health Care"; replace "722-85" with "683-86". AMENDED TITLE: "Filing rates for services furnished by City and County health care institutions and rescinding Resolution No. 683-86."

9. File 101-88-101. [Government Funding] Ordinance appropriating $169,148, Police Department, for program project budget (Substance Abuse Program). (Controller) RO # 8239

   ACTION: TABLED.

10. File 101-88-102. [Government Funding] Ordinance appropriating $36,065, Asian Art Museum, for permanent salaries and related mandatory fringe benefits; rescinding $6,372 from mandatory fringe benefits. (Controller) RO #8234

    ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $33,205. AMENDED TITLE: "Appropriating $33,205 for permanent salaries and related mandatory fringe benefits and rescinding $11,153 from mandatory fringe benefits, Asian Art Museum, for fiscal year 1988-89."

11. File 101-88-103. [Government Funding] Ordinance appropriating $1,079,665, Retirement System, for worker's compensation. (Controller) RO #8248

    ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $1,009,971. AMENDED TITLE: "Appropriating $1,009,971 for worker's compensation, Retirement System, for fiscal year 1988-89."

12. File 101-88-104. [Government Funding] Ordinance appropriating $104,928, Community Mental Health Services, for medical services contract and membership dues; rescinding $16,160 from medical services contract. (Controller) RO #8250

ACTION: RECOMMENDED.

File 101-88-104.1. [Public Health Membership] Amending Chapter 16 of the Administrative Code by amending Section 16.6-10 thereof, authorizing the Department of Public Health to acquire and maintain membership in the California Conference of Local Mental Health Directors. ORDINANCE APPROVED AS TO FORM PREPARED IN AND REPORTED OUT OF COMMITTEE. ADOPTED. RECOMMENDED.

13. File 101-88-105. [Government Funding] Ordinance appropriating $19,184, Social Services, for medical program project budget (Aid to Homeless); rescinding $19,184 from permanent salaries, miscellaneous. (Controller) RO #8249

ACTION: AMENDED. RECOMMENDED AS AMENDED. Add in the title and add a Section 2 to provide for retroactive payment as of March 13, 1989. AMENDED TITLE: "Appropriating $19,184 for program project budget (Aid to Homeless) and rescinding $19,184 from permanent salaries, miscellaneous, Social Services, for fiscal year 1988-89; and providing for retroactive payment."

14. File 101-88-97.1. To consider data from Water Department on the amount of water and related costs needed to maintain adequate water supply for San Francisco. (Finance Committee)

(Cont'd from 3/5/89)

ACTION: CONTINUED TO MAY 3, 1989, MEETING.

SPECIAL ORDER - 3:45 P.M.

15. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

(File cont'd from 4/12/89)

Juvenile Court
Recreation and Park Dept.

ACTION: REVIEW OF JUVENILE COURT AND RECREATION AND PARK DEPARTMENT HELD; FILE CONTINUED TO APRIL 26, 1989, MEETING.

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CALENDAR

MEETING OF
FINANCE COMMITTEE

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Board of Supervisors
City and County of San Francisco

WEDNESDAY, APRIL 26, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 25-89-10. [Contracting Out City Services] Resolution concurring with the Controller's certification that security services for the Port of San Francisco can be practically performed by private contractor at lower cost than similar work services performed by City and County employees. (Port of San Francisco)

   b) File 25-89-11. [Contracting Out City Services] Resolution concurring with the Controller's certification that security services at the San Francisco Zoo can be practically performed by private contractor for lower cost than similar work performed by City and County employees. (Recreation and Park Dept.)

   c) File 25-89-12. [Contracting Out City Services] Resolution concurring with the Controller's certification that convention facilities management operation and management operation and maintenance service can be practically performed at Brooks Hall, Civic Auditorium and Moscone Center by private contractor for lower cost than similar work services performed by the City and County employees. (Chief Administrative Officer)

   d) File 25-89-13. [Contracting Out City Services] Resolution concurring with the Controller's certification that maintenance of City-owned parking lots can be practically performed by private contractor for a lower cost than similar work services performed by City and County employees. (Parking Authority)

   e) File 27-89-6. [Airport Administration] Resolution approving and authorizing Director of Airports to execute Hold Harmless Agreement with Tei Consulting Engineers in connection with Airport Contract No. 2130. (Airports Commission)

   ACTION: ITEM A REMOVED FROM CONSENT CALENDAR. REMAINING ITEMS RECOMMENDED.

   ITEM A - AMENDMENT OF THE WHOLE BEARING SAME TITLE AS PRESENTED BY THE DEPARTMENT ADOPTED. RECOMMENDED.

REGULAR CALENDAR

2. File 12-89-4. [SB 437 and SB 438 - Board of Equalization] Resolution supporting SB 437 (Kopp, Ayala, and Rosenthal) and SB 438 (Kopp and Ayala)and urging the Mayor to urge the State Legislature to pass SB 437 which would require the State Board of Equalization to prepare and keep written records disclosing the method of valuation used to value and assess each State-assessed property and the basis for deviations from the recommendations of the State Board of Equalization's staff regarding the valuation and assessment and SB 438, relating to conflict of interest, members, State Board of Equalization. (Supervisor Hsieh)

ACTION: CONTINUED TO MAY 3, 1989, MEETING.

3. File 193-89-3. Request to consider placing reserve on Civic Center Plaza Renovation Funds. (Supervisor Nelder)

ACTION: CONTINUED TO THE CALL OF THE CHAIR.

4. File 114-89-1. [BBI Fee Schedule] Ordinance amending Part II, Chapter I, of the San Francisco Municipal Code (Building Code) by amending Sections 303, 330.1, 330.2, 330.3, 331, 332, 332.1, 332.2, 332.3, 332.4, 332.5, 333.1 333.2, and 333.3 relating to fee schedules charged by the Department of Public Works, Bureau of Building Inspection. (Dept. Public Works)

ACTION: AMENDED. RECOMMENDED AS AMENDED. On Page 28, line 4 add the following: "Section 2. This ordinance shall become operative as of July 1, 1989."

5. File 101-88-106. [Government Funding] Ordinance appropriating $93,658, Public Works, for facilities maintenance projects (Street Reconstruction - SB 300). (Controller) RO #8256

ACTION: RECOMMENDED.

6. File 101-88-108. [Government Funding] Ordinance appropriating $159,000, Public Works, for capital improvement projects (leasing-office space and office equipment); rescinding $159,000 from capital improvement projects (Street Reconstruction and Renovation). (Controller) RO #8254

ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $106,000 on reserve. AMENDED TITLE: Appropriating $159,000 for capital improvement projects (leasing - office space and equipment) and rescinding $159,000 from capital improvement projects (Street Reconstruction and Renovation), Public Works, for fiscal year 1988-89; placing $106,000 on reserve."

7. File 101-88-107. [Government Funding] Ordinance appropriating $7,969,998, Airport, for capital project improvements (Groundside Improvements). (Controller) RO #8255

ACTION: RECOMMENDED.

8. File 101-88-109. [Government Funding] Ordinance appropriating $31,994, Department of Public Health, San Francisco General Hospital, for permanent salaries - nurses and related mandatory fringe benefits; rescinding $31,994 for permanent salaries - nurses, for the creation of one position (Classification 2368 Assistant Director of Nursing). (Controller) RO #8253 (COMPANION TO FILE 101-88-40)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $8,347. AMENDED TITLE: "Appropriating $8,347 for permanent salaries - nurses and related mandatory fringe benefits and rescinding $8,347 from permanent salaries - nurses, for the creation of one (1) position, San Francisco General Hospital, for fiscal year 1988-89."

9. File 102-88-40. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Department of Public Health, San Francisco General Hospital, reflecting the addition of one (1) position (Classification 2368 Assistant Director of Nursing). (Civil Service Commission) (COMPAION TO FILE 101-88-109)

ACTION: RECOMMENDED.

10. File 101-88-110. [Government Funding] Ordinance appropriating $18,226, Assessor, for permanent salaries and related mandatory fringe benefits; rescinding $18,226 from permanent salaries and related mandatory fringe benefits for the creation of two (2) positions (Classification 4265 Senior Real Property Appraiser) and the deletion of two (2) positions (Classification 4260 Real Property Appraiser Trainee). (Controller) RO #8257 (COMPANION TO FILE 102-88-39)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $14,612. AMENDED TITLE: "Appropriating $14,612 for permanent salaries and related mandatory fringe benefits and rescinding $14,612 from permanent salaries and related mandatory fringe benefits for the creation of two (2) positions and the deletion of two (2) positions, Assessor, for fiscal year 1988-89."

11. File 102-88-39. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Assessor's Office, reflecting the addition of two (2) positions (Classification 4265 Senior Real Property Appraiser) and the deletion of two (2) positions (Classification 4260 Real Property Appraiser Trainee. (Civil Service Commission) (COMPANION TO FILE 101-88-110)

ACTION: RECOMMENDED.

12. File 101-88-111. [Government Funding] Ordinance appropriating $83,274, Department of Social Services, for permanent salaries and related mandatory fringe benefits; rescinding $83,274 from permanent salaries and related mandatory fringe benefits for the creation of seven (7) positions (Classifications 1842 Management Assistant (1) and 2948 Senior Social Services Supervisors (6) and the deletion of six (6) positions (Classifications A422 Foster Care Coordinator (1), 2944 Child Welfare Supervisor (3) and 2910 Social Worker (2). (Controller) Ro #8240 (COMPANION TO FILE 102-88-37)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduced appropriation to 60,564. AMENDED TITLE: "Appropriating $60,564 for permanent salaries and related mandatory fringe benefits and rescinding $60,564 from permanent salaries and related mandatory fringe benefits for the creation of seven (7) positions and the deletion of six (6) positions, Department of Social Services for fiscal year 1988-89."

13. File 102-88-37. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Department of Social Services, reflecting the addition of seven (7) positions and the deletion of (6) positions. (Civil Service Commission) (COMPANION TO FILE 101-88-111)

ACTION: RECOMMENDED.

14. File 184-89-3. [Exchange of Property] Ordinance authorizing exchange of certain real property of the City and County of San Francisco for certain real property of Williams Street Properties, and adopting findings pursuant to City Planning Code Section 101.1. (Real Estate Department)

ACTION: AMENDED. RECOMMENDED AS AMENDED. On Page 2, line 15 replace "March 10" with "April 25".

15. File 101-88-75. [Government Funding] Ordinance appropriating $88,225, Superior Court, for other services. (Controller) RO 8198

(Cont'd from 3/1/89)

ACTION: CONTINUED TO MAY 3, 1989, MEETING.

SPECIAL ORDER - 3:45 P.M.

16. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

(File cont'd from 4/19/89

Department of Public Works
Department of City Planning

ACTION: REVIEW OF PUBLIC WORKS AND CITY PLANNING DEPARTMENTS HELD; FILE CONTINUED TO MAY 3, 1989, MEETING.

OFF-CALENDAR

File 101-88-101. [Government Funding] Ordinance appropriating $169,148, Police Department, for program project budget (Substance Abuse Program). (Controller) RO #8239

CALLED FROM THE TABLE BY FINANCE COMMITTEE. TO APPEAR ON FINANCE COMMITTEE CALENDAR MAY 3, 1989.

SF
90.25
7
4/26/89

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST
1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

April 26, 1989

TO: Finance Committee

FROM: Budget Analyst

SUBJECT: April 26, 1989 Finance Committee Meeting

DOCUMENTS DEPT.
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Item 1a - File 25-89-10

Department: Port of San Francisco

Item: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Security Guard Services at the Ferry Building/World Trade Center, Agriculture Building, Port public parking facilities and various piers.

Description: The Controller has determined that contracting for these security guard services in fiscal year 1989-90 would result in estimated savings as follows:

City Operated Service Costs	Lowest Salary Step	Highest Salary Step
Salaries and Fringe Benefits	$236,586	$293,838
Operating Expenses	7,628	7,628
Total	$244,214	$301,466
Contracted Service Cost	119,000	119,000
Estimated Savings	$125,214	$182,466

Comments:

1. Security guard services were first certified as required by Charter Section 8.300-1 in 1983 and have been provided by an outside contractor since 1976.

2. The current two-year contract, which began March 1, 1988, is with Cal-State Patrol Services, a Minority Business Enterprise (MBE). The Contracted Service Cost used for the purpose of this analysis is the cost of this current contract.

3. The Controller's supplemental questionnaire with the department's responses, including the MBE/WBE status of this contract, is attached.

4. Although this contract does not expire until February 28 of 1990, the Port is requesting that language be added to the proposed legislation at this time that would authorize the San Francisco Port Commission to contract for private security services on an interim month-to-month basis while the Port is in the process of conducting a competitive bid procedure for a new contract. The Port believes that such authorization would assure that the Port would maintain continuity in security services until the bidding process has been completed and a new contract has been awarded.

Recommendations:

1. Amend the proposed legislation to add the following clause: That the San Francisco Port Commission be authorized to contract for private security services on a month-to-month interim basis pending completion of the competitive bidding process for a new contract.

2. Approve the proposed legislation as amended.

Attachment

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department PORT COMMISSION For Time Period F.Y. 89-90

Contract Services Security Services Contract Term: 3/1/89 - 2/28/90

1) Who performed services prior to contracting out?
Security Services were performed by patrol officers prior to 1975. These were former State of California employees transitioned to City service when the Port was transferred to the City's jurisdiction in 1969.

2) Number of City employees laid off as result of contracting out?

No employees are adversely affected as a result of this contract.

3) Explain disposition of employees if they were not laid off.

The former Harbor Patrol Officers were transferred to the Sheriff's Office in 1975. Several subsequently have become Q-2 Police Officers in the S.F.P.D. None were displaced.

4) What percent of a City employee's time is spent on services to be contracted out?

The cost comparison is based upon a hypothetical City work force of six Building & Grounds Patrol Officers. This represents a very conservative estimate of the number of City employees needed to cover the 280 hours of service provided by the contractor each week. (See contract proposal "Requirements" Section 32.)

5) How long have the services been contracted out?

Since 1976.

6) What was the first fiscal year for a Proposition J Certification?

F.Y. 83-84.

7) How will contract services meet the goals of your MBE/WBE Action Plan?

The low bidder identified for the Port by the Purchasing Department is a qualified minority-owned business. If this Prop J certificatio is approved, it will contribute significantly toward the City's compliance with the provisions of 12D of the Administrative Code.

Department Representative
Stephen Amano, Personnel Manager
Telephone: 391-8000 x~~220~~ 239

(#0321P)

Memo to Finance Committee
April 26, 1989

Item 1b - File 25-89-11

Department: Recreation and Park Department

Proposed Action: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Security Services at the Zoo

Description: The Controller has determined that contracting for these security services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operating Service Costs		
Salaries	$114,036	$134,246
Fringe Benefits	34,455	39,260
Total	$148,491	$173,506
Contracted Service Cost	77,427	77,427
Estimated Savings	$71,064	$96,079

Comments:

1. Security services were first certified as required by Charter Section 8.300-1 in 1982 and have continued to have been provided by an outside contractor since then.

2. The current two-year contract, which expires June 30, 1990, is with Burns International Security Services. The Contracted Service Cost used for the purpose of this analysis is the second year rate for the current contract.

3. The Controller's supplemental questionnaire with the department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department Recreation and Park For Time Period FY 89-90

Contract Services San Francisco Zoo - Security Services

1) Who performed services prior to contracting out?

CETA Employees

2) Number of City employees laid off as result of contracting out?

None

3) Explain disposition of employees if they were not laid off.

CETA Funds are no longer available

4) What percent of a City employee's time is spent on services to be contracted out?

N/A

5) How long have the services been contracted out?

1982

6) What was the first fiscal year for a Proposition J Certification?

1982/1983

7) How will contract services meet the goals of your MBE/WBE Action Plan?

Contract services are a bid item. Department has no control as to the determination of most qualified bidder.

C Luna

Department Representative

Telephone: 558 4603

(#0321P)

Item 1c - File 25-89-12

Department: Chief Administrative Officer

Item: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Convention Facilities Management for Brooks Hall, Civic Auditorium and Moscone Center.

Description: The Controller has determined that contracting for these convention facilities management services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operating Service Costs		
Salaries and Fringe Benefits	$5,055,389	$5,655,543
Operating Expenses	5,495,131	5,495,131
Less Common Costs*	(3,490,010)	(3,490,010)
Total	$7,060,510	$7,660,664
Contracted Service Cost	7,008,886	7,008,886
Estimated Savings	$51,624	$651,778

* The City directly pays for some operating costs, including insurance, utilities and services of other departments that must be paid by the City under either alternative. These costs are not included in the Contracted Service Cost of $7,008,886.

Comments: 1. Convention facilities management services were first certified as required by Charter Section 8.300-1 in 1981 and have been provided by an outside contractor since then.

2. The eight-year contract, which expires June 30, 1989, with Facilities Management, Inc. will be extended for one year to June 30, 1990. The Contracted Service Cost used for the purpose of this analysis is the cost of the contract extension.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. The Controller's supplemental questionnaire with the department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

CHARTER 8.300-1 (PROPOSITION J) QUESTIONNAIRE

Department: Convention Facilities **For Time Period:** 1989-1990

Contract Services: Convention Facilities

1) **Who performed services prior to contracting out?**

Convention Facilities Employees

2) **Number of City employees laid off as a result of contracting out?**

o

3) **Explain disposition of employees if they were not laid off.**

Exmployees elected to work for the vendor

4) **What percentage of a City employee's time is spent on services to be contracted out?**

o

5) **How long have the services been contracted out?**

8 years

6) **What was the first fiscal year for a Proposition J Certification?**

81-82

7) **How will contract services meet the goals of your MBE/WBE Action Plan?**

The Department will meet the goals of the City MBE/WBE Ordinance. In addition, the contractor has a separate agreement with HRC in regards to MBE/WBE and Affirmative Action. The Contractor files regular compliance reports with HRC.

Jack Moerschbaecher
Department Representative

Telephone: 554-6178

Memo to Finance Committee
April 26, 1989

Item 1d - File 25-89-13

Department: Parking Authority

Proposed Action: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Cleaning and Landscape Maintenance of 26 City-owned Parking Lots.

Description: The Controller has determined that contracting for these cleaning and landscape maintenance services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operating Service Costs		
Salaries	$166,174	$198,053
Fringe Benefits	45,191	52,453
Operating Expenses	22,000	22,000
Total	$233,365	$272,506
Contracted Service Cost	150,000	150,000
Estimated Savings	$83,365	$122,506

Comments:

1. Cleaning and landscape maintenance services were first certified as required by Charter Section 8.300-1 in 1985 and have been provided by an outside contractor since then.

2. The current one-year contract, which expires June 30, 1989, is with Custodian Janitorial Services. The Contracted Service Cost used for the purpose of this analysis is an informal bid from the current contract.

3. The Controller's supplemental questionnaire with the department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

Attachment

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department PARKING AUTHORITY **For Time Period** 7-1-89 - 6-30-90

Contract Services Cleaning and landscape maintenance of off street parking facilities ~~under~~ the management of the Parking Authority

1) **Who performed services prior to contracting out?**

Department of Public Works, Street Cleaning and Urban Forestry

2) **Number of City employees laid off as result of contracting out?**

None, to my knowledge.

3) **Explain disposition of employees if they were not laid off.**

Re-assigned other responsibilities.

4) **What percent of a City employee's time is spent on services to be contracted out?**

unknown

5) **How long have the services been contracted out?**

Since May 1985

6) **What was the first fiscal year for a Proposition J Certification?**

1984/85

7) **How will contract services meet the goals of your MBE/WBE Action Plan?**

Goals being met without involvement of this contract.

Kevin M. Hagerty

Department Representative

Telephone: 558-4675

(#0321P)

Memo to Finance Committee
April 26, 1989

Item 1e - File 27-89-6

Department: Airports Commission

Item: Resolution approving and authorizing the Director of Airports to execute a hold harmless agreement with a sub-contractor associated with the South Terminal Upper Level Roadway Repair in compliance with Section 2.101 of the City Charter.

Description: On October 24, 1988, the Board of Supervisors approved emergency legislation (Resolution No. 842-88), which authorized the emergency repair of the upper level roadway concrete slab adjacent to the South Terminal Building at the San Francisco International Airport. The Airports Commission had advised the Board of Supervisors that several parts of the roadway were developing depressions (holes) from 6" x 12" to 4' x 6' in surface area and up to 3" deep. Although these holes have been patched, the Airports Commission has concluded that such occurrences could be a forewarning of additional failures of the upper level roadway and that a structural engineer to analyze and design the necessary repairs and a contractor skilled in the appropriate repairs should be hired as soon as possible. At that time, the Airports Commission estimated the total cost of the repair work to be $90,000.

T.Y. Lyn International was awarded a contract on September 7, 1988 to analyze the extent of the roadway failure and to design the required repairs. Upon an initial investigation of the elevated roadway, T.Y. Lyn International concluded that concrete coring samples would be needed for testing purposes. T. Y. Lyn International subcontracted with TEI Consulting Engineers to obtain the sample cores. However, the six samples obtained by TEI Consulting Engineers were insufficient for T. Y. Lyn International to complete its design work. T. Y. Lyn International then requested TEI Consulting Engineers to excavate five additional concrete core samples.

However, prior to collecting the additional samples, TEI Consulting has requested the Airport to execute a hold harmless agreement limiting TEI Consulting's liability for possible damage to the elevated roadway structure and to the pre-stressed steel cables imbedded in the concrete as the result of taking additional core samples.

The Airports Commission has authorized the execution of a hold harmless agreement subject to Board of Supervisors approval. The Airports Commission's action was based on its findings that (1) the minimum risk associated with the proposed core sample excavations since TEI Consultants has sensitive metal detection equipment to locate sizeable quantities of ferrous metals imbeded in the concrete slab, (2) all appropriate and due precautions and procedures will be observed in the removal of the additional core samples, (3) core samples will be outside the areas where pre-stressed tendons are located, and (4) the need for the additional samples to complete the recommendation of T.Y. Lyn International.

Comments:

1. The original estimate of $90,000 to complete the repairs to the elevated roadway adjacent to the South Terminal Building has been revised as follows:

T.Y. Lin International, Consultant	$ 57,000
Construction Contract	140,000
Engineering and Inspection	21,000
Contingency	10,500
Total Estimated Revised Cost	$228,500
Less Estimated Original Cost	90,000
Estimated Additional Funds to be Expended	$138,500

The source of such funds is the Service A Revenue Bond Funds.

2. According to Mr. Kaare Myksvoll, Project Manager, sealed bids were requested from two firms specializing in elevated concrete structure repairs in order to carry out the structural improvement construction work recommended by T.Y. Lin International. The estimated cost of such construction work had been revised to $140,000 as noted above. Subsequently, a sealed bid for $66,700, from Adhesive Engineering Company, the only bidder, was opened on April 19, 1989, and will be evaluated by T. Y. Lin International. The bid of $66,700 is $73,300 less than the $140,000 cost budgeted for the intended work as shown in the above cost estimate, but is based on only the results of the original core samples. The bid may have to be amended pending the results of the review of the five additional core samples by T.Y. Lyn International.

3. T. Y. Lyn International is a certified Local and Minority Business Enterprise firm. TEI Consulting Engineers and Adhesive Engineering Company are not MBE or WBE firms. As noted by Mr. Myksvoll, the TEI and Adhesive firms do highly specialized work which is now being requested by the Airport.

4. Mr. Leon Bitners, Assistant Deputy Director for Facilities Operation and Maintenance, advises that there are sufficient safeguards in the procedures for the taking of additional concrete core samples to assure that the risk involved is minimal in approving the hold harmless agreement. According to Mr. Bitners, based on this low risk factor, and the urgency to make the necessary repairs as soon as possible, the Airport Commission has authorized this hold harmless agreement.

Recommendations: Approve of the proposed resolution is a policy matter for the Board of Supervisors.

Memo to Finance Committee
April 26, 1989

Item 2 - File 12-89-4

1. The proposed resolution would support SB 437, relating to the method by which the State Board of Equalization prepares and discloses assessments of State-assessed property, and SB 438, relating to conflicts of interest for members of the State Board of Equalization, and would urge the Mayor to urge the State Legislature to pass SB 437 and SB 438.

2. SB 437 and SB 438 are part of a package of bills introduced by Senator Kopp which would reform the State Board of Equalization and State Franchise Tax Board in the short-term and abolish these two agencies to be substituted by a newly created California Tax Court and a newly created Department of Revenue.

3. SB 437 would create a statute requiring the Board of Equalization (BOE) to disclose the method used to value state-assessed property, such as a public utility, and the basis for any deviations from staff recommendations. SB 437 would also enable counties in which utility property is located to petition the BOE for a reassessment. Specifically, the bill contains the following provisions:

- Requires BOE to prepare and keep records disclosing the method of valuation used to assess each property.

- Requires records to include the basis for any deviations from BOE staff recommendations.

- Provides that records shall be open to public inspection.

- Requires BOE to send notices stating the amount of assessed value to assessors of each county in which the assessee's unitary property is located (unitary property is property that is located across county jurisdictions, such as utility property and railroads, and is assessed by the State).

- Extends current law with regard to petition for reassessment to include each county in which the assessee's unitary property is situated.

4. SB 438 would prohibit members of the Board of Equalization from participating in any tax decision involving a campaign contributor who gave them $250 or more in the previous year. Specifically, SB 438 includes the following provisions:

- Requires disclosure of contribution(s) from parties in proceedings before the Board when contribution(s) total an aggregate amount of $250 or more within the preceding 12 months.

- Prohibits Board member from participating in proceedings when the member has received contribution(s) from parties totaling an aggregate amount of $250 or more within the preceding 12 months.

- Provides that violations shall be a misdemeanor.

- Prohibits a person convicted of the above misdemeanor from being a candidate for any elective office or acting as a lobbyist for four years.

Recommendation

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 3 - File 193-89-3

1. This is a request to place a reserve on $1,029,000 in monies already appropriated but not yet spent for the Civic Center Plaza Renovation Project. This request is proposed pending hearings to consider any changes to the Civic Center Plaza Renovation Project, and that only necessary repairs on the Civic Center Plaza Renovation Project proceed pending the outcome of the proposed hearings.

2. As detailed in the attached Budget Analyst report to Supervisors Nelder and Walker on December 30, 1988, approximately $1,030,000 of General Fund monies and $150,000 of Open Space Fund monies, for a total of approximately $1,180,000, has been appropriated for the Civic Center Renovation Project, . Of the total $1,180,000 appropriated, approximately $151,000 had been spent for studies to determine the causes of pavement subsidence problems, development of a restoration plan and corrective reconstruction of the highest priority areas that were damaged. As reported in the December report to the Board of Supervisors, of the $1,180,000 appropriated, approximately $1,029,000 remained unexpended.

3. Based on recent discussions with the Mr. Howard Lim, of the Department of Public Works (DPW), there was an additional $300 initially appropriated to this project, for a total actual appropriation to date for the Civic Center Renovation Project of $1,180,300. In addition, the approximate $151,000 prior expenditure for pavement subsidence problems, was actually $146,196. Therefore, the previous unexpended balance totalled $1,034,104.

4. As of April 1,1989, a total of $189,868 has been expended on the Civic Center Renovation Project. The additional $43,672 ($189,868 less $146,196) was expended by DPW's Bureau of Engineering for in-house preliminary design work for the Phase I improvements. Therefore, the Civic Center Renovation Project's remaining unexpended balance as of April 1,1989 was $990,432 ($1,180,300 less $189,868).

5. The preliminary design work for the Civic Center Phase I Renovation Project improvements is now completed and the Bureau of Engineering is currently working on the contract design plans, including the detailed specifications and plans for Phase I of the Project. As detailed in the attached report, the Civic Center Plan resulted in a project which would restore the Plaza to its original design and that would cost substantially more than originally anticipated. As a result, the Recreation and Parks Department proposed proceeding with an initial phase (Phase I) of the project, which would remove the existing fountain, create a central axis with open lawn areas and flower beds, remove trees, replace benches and repave the plaza. Following the completion of the contract design plans and specifications for this Phase I of the Project, bid documents will be prepared and competitive bidding for Phase I of the construction project will be conducted. According to Mr. Lim, the contract design plans are estimated to be completed by June, 1989, such that the competitive bid process would be conducted during July and August, 1989 and the construction

could begin in October, 1989. The construction is estimated to take approximately six months.

6. As an update to the December, 1988 report, according to Deborah Lerner, of the Recreation and Parks Department, the City Attorney has recently determined that the Landmarks Preservation Board and the Arts Commision do not need to approve the Civic Center Plaza Renovation Project proposal.

7. If the Finance Committee wishes to place the remaining unexpended balance on reserve, it should be noted that as of April 1, 1989, the remaining unexpended balance was $990,432, and not $1,029,000. Of the total remaining unexpended balance, $150,000 is Open Space Funds, which is currently earning interest income in the Recreation and Parks Department. The remaining unexpended balance of $840,432 is General Fund monies, which have been transferred to the Department of Public Works, to oversee the completion of the project.

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST
1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

December 30, 1988

To: Supervisor Nelder
Supervisor Walker

From: Budget Analyst

Subject: Civic Center Renovation Project, file 370-88-1

Pursuant to your request of November 18, 1988, we have prepared this report concerning the Civic Center Plaza Renovation Project.

Funds Appropriated for the Project

Funds appropriated for Civic Center Plaza renovation are summarized in the table below.

Fiscal Year	Source of Funds	Amount	Purpose of Appropriation
1981-82	General Fund	$ 830,000	To correct pavement subsidence damage in the Plaza.
1988-89	General Fund	200,000	To partially fund "redesign (of) Civic Center Plaza to address aesthetic issues as well as problems associated with safety, security and maintenance."
	Open Space Funds	150,000	
Total Funds Appropriated		$ 1,180,000	

Appropriated Funds Expended on the Project

Of the $830,000 in General Fund monies appropriated in fiscal year 1981-82, approximately $151,000 has been spent. Such expenditures were for studies to determine the causes of pavement subsidence problems and development of a restoration plan ($88,000) and corrective re-construction, by the Department of Public Works, of the highest priority areas that were damaged (approximately $63,000). Therefore, of the $1,180,000 in funds appropriated (see previous page) approximately $1,029,000 remains unexpended.

The Recreation and Parks Department has stated that no other funds have so far been expended from the appropriation amounts described above and that no funds are encumbered or otherwise committed for expenditure at this time. However, because of the pavement damage in the Plaza, pedestrians have been injured and have filed claims against the City. The Recreation and Parks Department reports that total claims amount to approximately $500,000 and that, of this amount, approximately $25,000 has been paid to claimants in settlement agreements. These expenditures were paid from the Department's General Fund budget. The claims against the City were reportedly a major justification for the original appropriation of funds for repair of the Plaza in 1981.

The Department reports that the work performed to repair the Plaza thus far, representing approximately $63,000 in expenditures for work by DPW (performed in July, 1987) have satisfactorily corrected the most serious major damage of the Plaza's pavement. To repair most remaining subsided pavement, an expenditure of an additional $131,500 will be required according to Department of Recreation and Park estimates.

Project Plans, Costs and Funding Sources

Civic Center Plaza Restoration Master Plan

In a separate letter to the Board of Supervisors, dated December 15, 1988, the Recreation and Park Department provided a chronology of events that has led to the present plans for the short and long range restoration of the Civic Center Plaza. Following a series of studies by consulting engineers, the Department of City Planning and the American Institute of Architects, the Recreation and Parks Commission adopted a long range "Master Plan" for Plaza restoration.

On December 21, 1987 the Board of Supervisors approved a resolution (number 1125-87; file 440-87-1) which accepted in principle the Mayor's Civic Center Report and urged the Chief Administrative Officer to take appropriate action. A copy of this resolution is appended to this report as Attachment 1. A letter from the Mayor accompanying the resolution, dated November 3, 1987, described the Civic Plaza Restoration as an element of the overall Civic Center plan which would "restore the (plaza) to its original design" concepts. At that

time, the cost of the total project at $1.8 million which could be funded from Library bond funds or some other capital project appropriation.

However, subsequent development of the Civic Center Plaza Restoration Plan resulted in a project, also intended to restore the Plaza to its original design concepts, that will cost substantially more than the $1.8 million anticipated in 1987. Attachment 2 to this report presents the Department's proposed design of the Restoration Master Plan. This proposed design is estimated to cost between $12.0 and $15.0 million before it is finally completed.

A preliminary Master Plan cost estimate totalling $12.2 million is presented below.

Civic Center Renovation Master Plan
Preliminary Cost Estimate

Site Preparation and demolition		$ 307,000	
Site Development		7,441,000	
Sitework Subtotal			$ 7,748,000
Overhead and Profit		1,046,000	
Design Contingency		879,000	
Subtotal			1,925,000
Construction Cost per square foot	$36.74		
Architect and Design Consulting fees		580,000	
Construction Management		308,000	
Contingency		528,000	
Escalation @ 4.5% annually for two plus years		1,109,000	
Subtotal			2,525,000
Total Project Cost			$ 12,198,000

According to the Recreation and Park Department, the design goals of the Master Plan are:

- To restore Civic Center Plaza to a neo-classic configuration, patterned after the original design.
- To increase the level of light at night and improve surveillance.
- To develop a design which is cost effective (i.e. a design which yields a high aesthetic return for the capital expenditure.)

- To develop a design which is realistic in terms of ongoing maintenance.

The Department describes the "design elements" as follows:

- Raised lawn areas in four quadrants with tree-lined edges.
- Formal annual (flower) beds.
- (Rows) of large trees with open canopies along the central spine.
- A wide central parade route (requiring removal of the existing fountain).

Phase I Restoration Plan

No funding source has been identified to permit implementation of the Civic Center Restoration Master Plan. Consequently, the Department proposes to proceed with a "Phase I Restoration Project" which will spend approximately $1.2 million, from $1.029 million in already appropriated, but unexpended, capital project funds and anticipated additional funds, amounting to approximately $200,000, from an as yet undetermined, non-General Fund source.

Attachment 3 to this report provides a design proposal for the Phase I improvements. Essentially, the Phase I project will remove the existing fountain (to be replaced with granite paving) and remove some of the existing olive trees to create additional open areas. A Phase I project budget is provided below

Phase I budget

Central Axis		
Remove existing fountain	$ 75,000	
Re-pave fountain area	275,000	
Remove, renovate 26 existing benches	10,000	
Install low level lighting	75,000	
Subtotal		$ 435,000
Open Lawn		
Install precast steps	8,000	
Renovate existing lawn	40,000	
Flower beds, irrigation, concrete borders	85,000	
Topiary (tree shaping)	4,000	
Subtotal		137,000

Olive Courts		
Remove 60 olive trees	$ 12,000	
Renovate lawn, install irrigation	95,000	
Replace 69 existing benches	55,000	
Extend walks	4,000	
Subtotal		$ 166,000
Plaza Paving		
Replace subsided pavement	131,500	
Subtotal		131,500
Total Construction		$ 869,500
Contractor Site Mobilization	100,000	
Contingency	69,500	
Design	70,000	
Construction Management	62,000	
Subtotal		301,500
Total Project		$ 1,171,000

In order to begin Phase I construction on Civic Center Plaza, the Recreation and Parks Department must now present its proposal to the Landmarks Preservation Board for approval. This is scheduled to take place on January 18, 1989. The Department will then seek a determination of conformity with the City's Master Plan and input on the project from the Arts Commission. Following these steps, plans, specifications and bid documents will be prepared and competitive bidding for the construction project will be conducted. The Recreation and Parks Commission will review and approve the final project budget after receiving bids. Appropriation of additional funds to the capital improvement project, regardless of their source, will require Board of Supervisors' approval. Should such additional funds not become available, the project will have to be reduced in scope to permit completion of Phase I within available resources.

Conclusions

1. The Civic Center Plaza restoration design concept approved in principle by the Board of Supervisors resolution in 1987, as part of the overall Civic Center Plan, was originally anticipated to require $1.8 million to complete. However, subsequent development of the restoration Master Plan will require approximately $12.0 to $15.0 million to complete construction, according to current estimates. Funds have not been identified to complete this project.

2. A "Phase I" project, costing approximately $1.2 million, can be financed largely from $1.029 million in already appropriated, but unspent, capital project funds.

3. If the Recreation and Parks Commission identifies a source of additional funds then the Board of Supervisors will be asked to approve another capital appropriation for this project. Otherwise, the Commission can proceed with the Phase I project without further Board of Supervisors' review and approval unless the Board were to take some specific action such as described below.

Policy Options Available to the Board of Supervisors

1. If it is the policy for the Board of Supervisors to proceed with existing Phase I restoration plans for Civic Center Plaza, then no further action is necessary.

2. If the Board desires, as a policy matter, to further consider the proposed capital project, then the Board could reserve present capital appropriations and conduct hearings or make further inquiries.

3. If the Board wishes to disapprove all or part of the project in its present form, then appropriated funds could be rescinded. For example, repair of damaged, susided pavement could be completed for approximately $131,500.

Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Silver
Supervisor Britt
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Molinari
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Sam Yockey
Bob Gamble
Ted Lakey
Mary Burns
Deborah Learner

Amended in Board 12/21/87

FILE NO. 440-87-1 RESOLUTION NO. 1125-87

[Mayor's Civic Center Report]

ACCEPTING IN PRINCIPLE THE MAYOR'S CIVIC CENTER REPORT; URGING THE CHIEF ADMINISTRATIVE OFFICER TO UNDERTAKE APPROPRIATE ACTION.

WHEREAS, The Board of Supervisors on October 27, 1986, under Resolution No. 938-86, memorialized the Mayor and the Chief Administrative Officer jointly to initiate the planning and development of a new City office building, a new main library building, and for the relocation of the judicial offices of government from City Hall to an appropriate space; and

WHEREAS, To accomplish this directive from the Board of Supervisors, the Mayor requested the Department of City Planning to coordinate the preparation of a development proposal to provide for the completion of the Civic Center; and

WHEREAS, The Department of City Planning, in consultation with the Mayor, the Chief Administrative Officer and other appropriate agencies of the City and County, prepared and submitted to the Mayor a proposed program which provides for the completion of the Civic Center, and said program has now been incorporated into a report from the Mayor to the Board of Supervisors; and

WHEREAS, The Development Program addresses a series of long-felt improvement needs within the Civic Center area; and

WHEREAS, The Mayor's report to the Board of Supervisors has addressed the following key issues affecting the completion of the Civic Center:

1. The construction of a new main library building on Marshall Square, including improvements to the Fulton Street concourse;

2. The re-use of the existing Main Library Building as a museum to accommodate the space needs of the Asian Art Museum which is now located in Golden Gate Park, thereby providing space for the expansion of the M. H. de Young Memorial Museum in Golden Gate Park;

3. The construction of a combined courts building adjacent to the Hall of Justice to accommodate the space needs of the Municipal and Superior Courts, thereby freeing about 90,000 square feet of space within City Hall for future office use; and

4. The development of additional office space within the Civic Center to accommodate the space needs of various City and County departments, to achieve an improved work environment, and to reduce the dependence on leased office space; and

WHEREAS, The Judges of the Municipal and Superior Courts of the City and County of San Francisco and the Asian Art Commission have all formally endorsed this proposal; and

WHEREAS, The Library Commission has formally endorsed plans for a new main library on Marshall Square; and

WHEREAS, The Mayor's report contains a proposed Financing Plan for these key issues affecting the completion of the Civic Center; now, therefore, be it

RESOLVED, That the Board of Supervisors extends its appreciation to the Mayor, the Chief Administrative Officer and staff representatives who were instrumental in the preparation of this proposal to ensure that the inspired vision which gave rise to the Civic Center as it stands today is completed; and be it

FURTHER RESOLVED, That the Board of Supervisors does hereby accept in principle the Mayor's report for the completion of the Civic Center; and be it

FURTHER RESOLVED, That the Board of Supervisors does hereby refer the proposed Development Program for the Civic Center to the Chief Administrative Officer, the City Planning Commission, the Library Commission, the Asian Art Commission, the Board of Trustees of the Fine Arts Museums of San Francisco, the Art Commission, the War Memorial Board of Trustees, the Recreation and Park Commission, the California Academy of Sciences and other City and County agencies for their appropriate action, including any required environmental review; and be it

FURTHER RESOLVED, That the Board of Supervisors does hereby urge the Chief Administrative Officer to prepare a recommended plan for implementation of the proposal, as contained in the Development Program, including a work plan for work to be performed by affected departments, timelines for possible implementation of all recommended actions, and a realistic assessment of the funding capability of the public and private sectors.

1234n/12-21-87(1198n)

Adopted - Board of Supervisors, San Francisco December 21, 1987

Ayes: Supervisors Britt Gonzalez Hongisto Hsieh Kennedy Maher Molinari Silver Walker Ward

Absent: Supervisors Melder

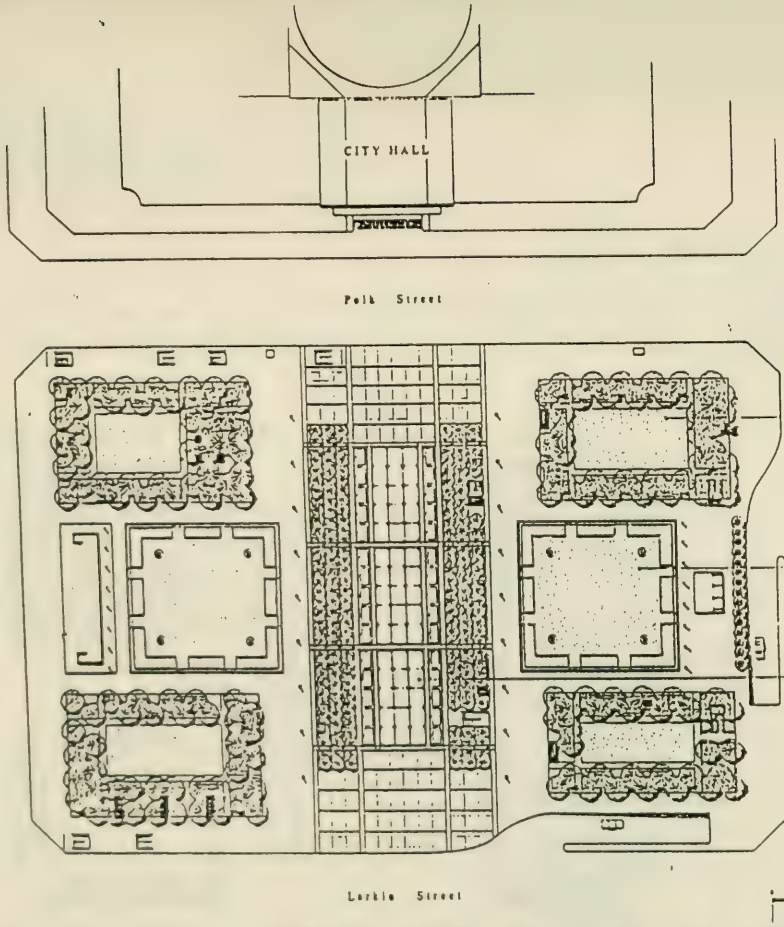
I hereby certify that the foregoing resolution was adopted by the Board of Supervisors of the City and County of San Francisco

John Taylor
Clerk

File No. 440-87-1

DEC 23 1987
Date Approved

Mayor



RESTORATION MASTER PLAN - PHASE I IMPROVEMENTS

CIVIC CENTER PLAZA

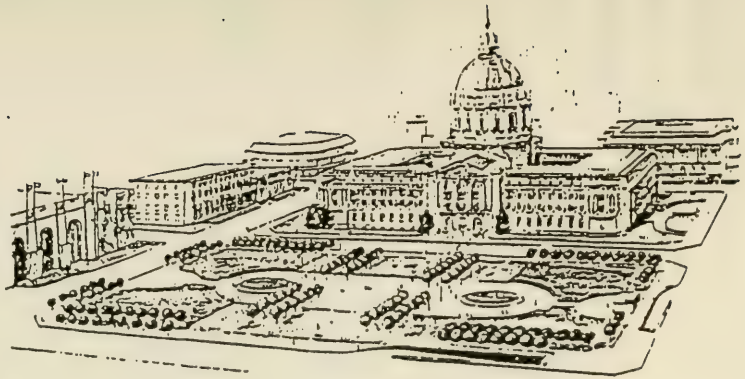
ESIGN GOALS

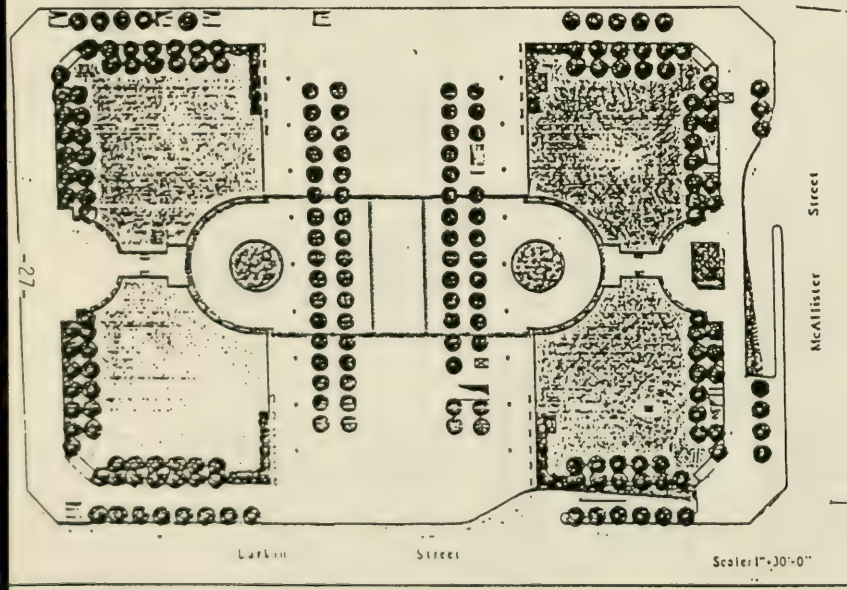
To restore Civic Center Plaza to a neo-classic configuration, patterned after the original design.

To increase the level of light at night and improve surveillance.

To develop a design which is cost-effective (i.e. a design which yields a high aesthetic return for the capital expenditure.)

To develop a design which is realistic in terms of ongoing maintenance.





DESIGN ELEMENTS

- Raised lawn areas in four quadrants with tree-lined edges.
- Formal annual beds.
- An allé of large trees with open canopies along the central spine.
- A wide central parade route. (Removal of the existing fountain.)

Scale: 1"=30'-0"

RESTORATION MASTER PLAN

CIVIC CENTER PLAZA PROPOSED DESIGN

Memo to Finance Committee
April 26, 1989

Item 4 - File 114-89-1

Department: Public Works

Item: Ordinance amending Part II, Chapter 1, Sections 303, 330, 331, 332, and 333 of the San Francisco Municipal Code (Building Code) to increase the Department of Public Works Bureau of Building Inspection (BBI) fees, to eliminate redundant fees and to make technical corrections in the Building Code.

Purpose: To adjust fees relating to new construction, qualifying alterations and related activities in order to fully recover costs of the Department of Public Works Bureau of Building Inspection costs related to the issuance of permits.

Description: 1. The proposed ordinance would amend various sections of the San Francisco Municipal Code relating to fee schedules in the Department of Public Works Bureau of Building Inspection (BBI). All of the proposed fees are itemized in the ordinances. The average percentage increases for those fees are contained in this report.

2. BBI fees were last increased in June of 1987. The proposed overall average increase in fees is estimated to be 7.5%. This proposed increase is estimated to recover BBI's costs for the remainder of 1988-89 and 1989-90, thereby not necessitating a further fee increase until 1990-91.

3. This proposed ordinance would amend Section 330.1 to increase various building permit fees as shown below. The increases for these fees would range from 7.3% to 12.3%. The following proposed building permit fees reflect specific examples which would result from the new fee schedules.

Valuation	Current Fees	Proposed Fees	Percent Increase of Proposed Fees
(1) New Buildings			
$25,000	$252.00	$271.00	7.5%
100,000	639.50	687.00	7.4%
500,000	2,039.50	2,192.00	7.5%
10,000,000	21,539.50	24,055.00	11.7%
(2) Alteration Work			
$25,000	$327.60	$352.30	7.5%
100,000	831.35	894.00	7.5%
500,000	2,581.35	2,769.00	7.3%
10,000,000	25,581.35	28,737.75	12.3%

Proposed Increase
(Average Percentage)

Average percentage increases in other miscellaneous building permit fees, under this proposed ordinance, are as follows:

(1) Sign Permits and Fees	7.5%
(2) Demolition of Buildings	7.2%
(3) Temporary Bleachers and Reviewing Stands	7.0%
(4) Chimney, Flue Permits and Fees	6.8%
(5) Garage Door Permits and Fees	6.3%
(6) Re-roofing	8.0%
(7) Sub-sidewalk Construction, Use and Deposits	8.0%

4. Amendments to Section 331 would increase BBI plan review fee percentages comparable to the proposed increases in building permit fees as follows:

Valuation	Current	Proposed	Proposed Increase (Actual Percentage)
$25,000	$163.80	$176.15	7.5%
100,000	415.68	446.55	7.4%
500,00	1,325.68	1,424.80	7.5%
10,000,000	14,000.68	15,635.75	11.7%

5. In addition to increase in building permit and plan review fees, other proposed fee increases are as follows:

a. Amendments to Section 330.1 would increase electrical permit fees for the installation of various electrical fixtures for new construction, repair, and remodeling work. The average of the various electrical permit fee increases would be 7.8%.

b. Amendments to Section 330.3 would increase plumbing permit fees for new construction, repair, and remodeling work. The average of the various plumbing fee increases would be 7.8%.

c. Amendments to Section 332.1 would increase fees for notification of the public of building and demolition permit applications by an average of 7.9%.

d. Amendments to Section 332.2 would increase the fee schedule for owner initiated inspections of residential and non-residential buildings by an average of 7.5%.

e. Amendments to Section 332.3 would increase penalties for code violations and code enforcement activities by an average of 7.5%.

f. Amendments to Section 332.4 would increase the amount deducted (for BBI application processing costs) from permit fees refunded to applicants by an average of 7.9%.

g. Amendments to Section 332.5 would increase building street number permit fees, product approval fees and other miscellaneous fees by an average of 7.9%.

h. Amendments to Section 333.1 would increase apartment and hotel inspection fees by an average of 7.5%.

i. Amendments to Section 333.2 would increase the administration fee charged to owners or operators of residential hotels to cover BBI's costs of investigating and reporting on a unit's eligibility for exemption from complying with the Administrative Code covering "Residential Hotel Unit Conversion and Demolition." The proposed average fee increase is 7.6%.

j. Amendments to Section 333.3 would increase the energy inspection fee by an average of 7.6%.

Comments:

1. The proposed fee schedules were prepared by BBI with the objective of increasing total estimated fee revenues by an overall average of 7.5%. Individual fees were rounded to facilitate computations.

2. Estimated revenues and costs of BBI for fiscal years 1988-89 and 1989-90, when the proposed fees schedules would be in effect, are as follows:

	1988-89 Comparison of Estimated Revenues and CostsWith Existing Fee Schedule	1989-90 Comparison of Estimated Revenues and Costs With Existing Fee Schedule	1989-90 Comparison of Estimated Revenues and Costs With Proposed Fee Schedule
Estimated BBI Fee Revenues	$13,273,150 *	$14,140,000 *	$15,200,000 *
Estimated BBI Permit Processing Costs	12,200,000 *	14,600,000 **	14,600,000 **
Excess of BBI Fee Revenues Over Permit Processing Costs	$1,073,150 ***	$(460,000)	$600,000 ***

* Departmental estimates.

** Departmental budget request; not including salary standardization or adjustments as may be made by the Mayor and Board of Supervisors.

*** BBI plans to use any excess revenues over permit processing costs for working capital.

3. The Board of Supervisors approved legislation in July of 1988 establishing a Building Inspection Special Fund. That legislation specifies that revenues generated from BBI permits and related fees can only be used to recover the costs of BBI.

4. Mr. Larry Litchfield of BBI reports that the proposed fee increases would be implemented effective July 1, 1989 and, to the extent that estimated revenues exceed BBI permit processing costs, including salary standardization costs, such revenues would remain in the Building Inspection Special Fund.

Recommendations: 1. Approve the proposed ordinance to enable BBI to implement the proposed fee increase.

2. Direct the Budget Analyst to review the BBI revenue estimates during the fiscal year 1989-90 budget process to insure that the BBI fees are not generating revenues which significantly exceed BBI's costs.

Item 5 - File 101-88-106

Department: Department of Public Works

Item: Supplemental Appropriation Ordinance

Amount: $93,658

Source of Funds: Interest earned on SB 300 Street Reconstruction Grant Funds.

Description: 1. On August 24, 1987, the Board of Supervisors approved Resolution No. 808-87 (File 148-87-3) authorizing the Director of Public Works to apply for, accept and expend $883,000 in Federal Highway Administrative Railroad Safety funds for the removal and repair of railroad spur tracts located on streets throughout the City. Accompanying File 148-87-3 is the 1988 Railroad Spur Track Report which identifies a total 15.6 miles of spur tracks throughout the City which are recommended either for removal or repair at a total estimated cost of $5.5 million. The report further sets forth a list of priority work to be accomplished as funds become available for track repair and removal. Of the $883,000 in Federal grant funds applied for, $837,922 was approved.

2. Cost estimates for the Federal Railroad Safety Grant and local share requirements are as follows:

	Grant Funds	Local Match	Total Project Costs
Contract Costs			
Contract	$636,000	$71,000	$707,000
Contingencies	70,000	8,000	78,000
	$706,000	$79,000	$785,000
Direct Salaries and Overhead			
Design Engineering	45,000	5,000	50,000
Construction Engineering	45,000	5,000	50,000
	$90,000	$10,000	$100,000
Indirect Costs			
Grant Eligible	41,922	4,658	46,580
Grant Ineligibles	-	44,980	44,980
	$41,922	$49,638	$91,560
Total Project Cost	$837,922	$138,638	$976,560

3. A portion of the local match total of $138,638 amounting to $44,980 has already been appropriated for this grant from the Street Improvement Bond Issue (Proposition B) as approved by the voters in November of 1987. The remaining portion of $93,658 is proposed to be allocated from interest earned on SB 300 Street Reconstruction grant funds.

Comments:

1. Mr. Tim Molinare, Division Engineer for Streets and Mapping, advises that specific street track repairs and removals will be decided during the design engineering phase of the grant program. Individual spur track projects will be identified from the priority listing identified in the 1988 Railroad Spur Track Report.

2. According to Mr. Burch Bachtold of the California Department of Transportation (CALTRANS), the Federal Highway Administration has approved the expenditure of grant funds for this project.

3. Mr. Molinare estimates that the first contract for this project will be ready for bidding in September of 1989 given the current workload of jobs needing bid preparation work conducted by City engineers. The award of all contracts will be made by competitive bid and will be made in accordance with the Department of Public Works' Minority Business Enterprise/Women's Business Enterprise/Local Business Enterprise (MBE/WBE/LBE) Ordinance Plan. According to Mr. Fred Chan in DPW Financial Management and Budget Division, during the first half of the 1988-89 Fiscal Year (July-December 1988), DPW had 12.8% of the total dollar amount of contracts awarded to minority contractors compared with a MBE goal of 30%, and 1.0% of the total dollar amount of contracts awarded to women contractors compared with a WBE goal of 10%.

Recommendation: Approve the proposed ordinance.

Item 6 - File 101-88-108

Department: Department of Public Works (DPW)

Item: Supplemental Appropriation Ordinance

Amount: $159,000

Source of Funds: Reappropriation of 1987 Street and Safety Improvements Bond funds.

Proposed Expenditure: Lease of office space and a Computer Assisted Drafting (CAD) System for the Street and Safety Improvements Project.

Project Description: The Department of Public Works (DPW) reports that the planning and design work for the $27,000,000 Street and Safety Improvements Bond Project is now under way. According to Mr. James Chia, Project Manager of DPW, Bureau of Engineering, this project will require additional staff to perform the necessary work. DPW plans to hire a total of seven new employees, four of whom have already been hired and to transfer two existing employees from another division to work on this project. These nine employees would be added to three existing employees for a total of twelve project staff in the Bureau of Engineering's Civil Design Section. The four employees who have been recently hired and the three employees that are scheduled to be hired are funded with the 1987 Street and Safety Improvement Bonds.

Mr. Chia reports that there is insufficient space in the present Bureau of Engineering, Civil Design Section at 45 Hyde Street to accommodate the twelve additional staff required for the project. According to Mr. Chia, the four new employees recently hired are being temporarily housed outside the Civil Design Section. Therefore, DPW is requesting bond funds to lease office space at 25 Van Ness Avenue. All twelve project staff would be transferred from the Bureau of Engineering, Civil Design Section to the proposed new premises.

In addition to office space, DPW is requesting funds to lease a Computer Assisted Drafting (CAD) System. The CAD System is a computerized system for producing mechanical drawings. Mr. Vitaly B. Troyan, Chief of the Bureau of Engineering, reports that acquisition of the CAD System would allow DPW to hire one less draftsperson for the project. The annual salary for this position ranges from

$33,878 for a Civil Engineering Assistant II to $42,047 for an Engineering Associate II. With fringe benefits, the annual cost to fund the position would range from $43,115 to $53,206. The annual cost to lease the CAD System is $7,000 which would be $36,115 to $46,206 less annually than the cost to hire a draftsperson. Mr. Chia reports that DPW is proposing to lease the CAD System as opposed to purchasing it because the 1987 Street and Safety Improvements Bond funds cannot legally be used to purchase this equipment.

The proposed Supplemental Appropriation Ordinance would appropriate $159,000 for Capital Improvement Projects for the leasing of office space and for the CAD System and would rescind $159,000 in previously appropriated surplus 1987 bond fund monies available in the Capital Improvement Projects - Street Reconstruction and Renovation account. Of the $159,000 requested, $138,000 would fund the rental of office space at 25 Van Ness Avenue for a three year period and $21,000 would fund the lease of the CAD System for three years. On an annualized basis, the office space rental is $46,000 per year and the CAD System is $7,000 per year.

Comments:

1. Mr. Gerald Romani of the Real Estate Department reports that the lease agreement for office space at 25 Van Ness Avenue has not as yet been finalized. Therefore, as of the writing of this report, the negotiated cost for the rental of this office space, including the square footage and the rate per square foot, has not yet been finalized. The $46,000 annual office rental requested by DPW was based on estimated costs per square foot and the estimated square footage required. Mr. Romani anticipates that a lease agreement will be finalized by May 8, 1989.

2. Mr. Romani reports that the lease of office space at 25 Van Ness Avenue does not require that the entire $138,000 for three years of rental costs be appropriated this fiscal year. In addition, Mr. Chia reports that there is no requirement that the entire $21,000 for three years of lease costs for the CAD System be appropriated this fiscal year. Therefore, the Budget Analyst is recommending that $46,000 instead of $138,000 be appropriated to fund the cost of the rental of office space at 25 Van Ness Avenue for a one-year period from July 1, 1989 through June 30, 1990, and that $7,000 instead of $21,000 be appropriated to fund the lease of the CAD System for fiscal year 1989-90. This would result in a reduction of $92,000 for the office rental and a reduction of $14,000 for the CAD System or a total reduction

of $106,000 in the proposed supplemental appropriation, leaving a need to appropriate $53,000.

3. If the Board of Supervisors approves the proposed legislation, the $46,000 recommended by the Budget Analyst for the rental of office space at 25 Van Ness Avenue should be placed on reserve pending final negotiation of the lease agreement.

Recommendations: 1. Amend the proposed legislation to reduce the amount of the supplemental appropriation by $106,000 from $159,000 to $53,000 to provide funding for one fiscal year only.

2. Place $46,000 of the $53,000 on reserve pending the Real Estate Department's final negotiation of the lease agreement for office space at 25 Van Ness Avenue.

3. Approve the proposed legislation as amended.

Item 7 - File 101-88-107

Department: Airports Commission

Item: Supplemental Appropriation Ordinance

Amount: $7,969,998

Source of Funds: Reappropriation of funds from 1983 Series D Airport Revenue Bonds

Description: 1. In 1983, the Airport's Series D Revenue Bonds were sold generating $108 million principal for capital projects approved in the Airport's Five-Year Capital Projects Plan. Subsequently, in September of 1983, the Board of Supervisors approved Ordinance No. 483-83 appropriating $112,252,701 of bond proceeds (both principal and interest earnings) for specific capital project improvements under the Airport's Modernization and Renovation Program. As a result of cost savings achieved during program implementation, a total of $7,969,998 of the original bond proceeds are currently unspent. Because the bond funds are restricted to capital improvements, these unspent bond proceeds are now proposed for reallocation to the development of Parking Lot DD, a project identified in the Airport's Five-Year Capital Projects Plan.

2. The proposed project includes a parking lot and a vehicular bridge. Parking Lot DD, includes the grading and paving of a parking area for 2,766 cars of which 1,725 spaces will be assigned for public parking and 1,041 spaces will be assigned to employees of airlines and commercial businesses at the Airport. Approximately 40% of the employee spaces will go to airline employees with the balance of 60% of the employee spaces being allocated for other commercial businesses at the Airport. Lot DD will be located west of the present United Airlines (UAL) employee parking lot at San Bruno Avenue and South Airport Boulevard (see Attachment 1).

3. Presently, the number of parking spaces at the Airport are as follows:

Public Parking Spaces		
Short term (garage)	6,750	
Long term (open lot)	3,310	
		10,060
Employees Parking (Airport Permit)		
City employees	184	
Other employees*	968	
		1,152
Other (parking lots for employees of major Airlines)		11,600
Total		22,812

* Includes employees of small airlines and terminal concessionaires.

4. Total project costs for Parking Lot DD are projected as follows:

Construction Contract	$10,670,000
Engineering and Interest (15%)	1,600,500
Contingency (7.5%)	800,250
Total Project Cost	$13,070,750

5. The sources of funds expected to be used to meet such project costs are as follows:

Reappropriation of 1983 Series D Revenue Bond Funds**	$7,969,998
Surplus monies from Other Airport Projects	5,737,752
Total Project Resources	$13,707,750

**Subject of the proposed legislation.

6. Construction of the proposed Parking Lot DD is expected to start in January of 1990 and to require six to eight months to complete.

Comments:

1. Upon its completion, Parking Lot DD is anticipated to generate annual net revenues as follows:

Public Parking (1,725 spaces x $1,937 per space/year)*		$3,341,325
Employee Parking (1,041 spaces x $192 per space/year x 1.2 multi-shift usage)**		239,850
Gross Revenues		$3,581,175
Less Operating Expenses		
Annual Debt Service	$922,850	
Parking Service	891,000	
Maintenance	71,000	
		1,884,850
Net Revenues		$1,696,325

* See schedule of public parking rates (Attachment 2).

** Under multi-shift usage, more than one employee will use an individual parking space during a twenty-four hour period based on the number of employee parking permits issued.

Employees pay only $192 per parking space per year because this is the amount of revenue needed to fully recover the costs of debt service, parking control and maintenance. According to Mr. John Martin, Assistant Deputy Director for Airports, the $192 parking rate was established by the Airports Commission approximately three years ago and is currently under review to determine if changes are warranted.

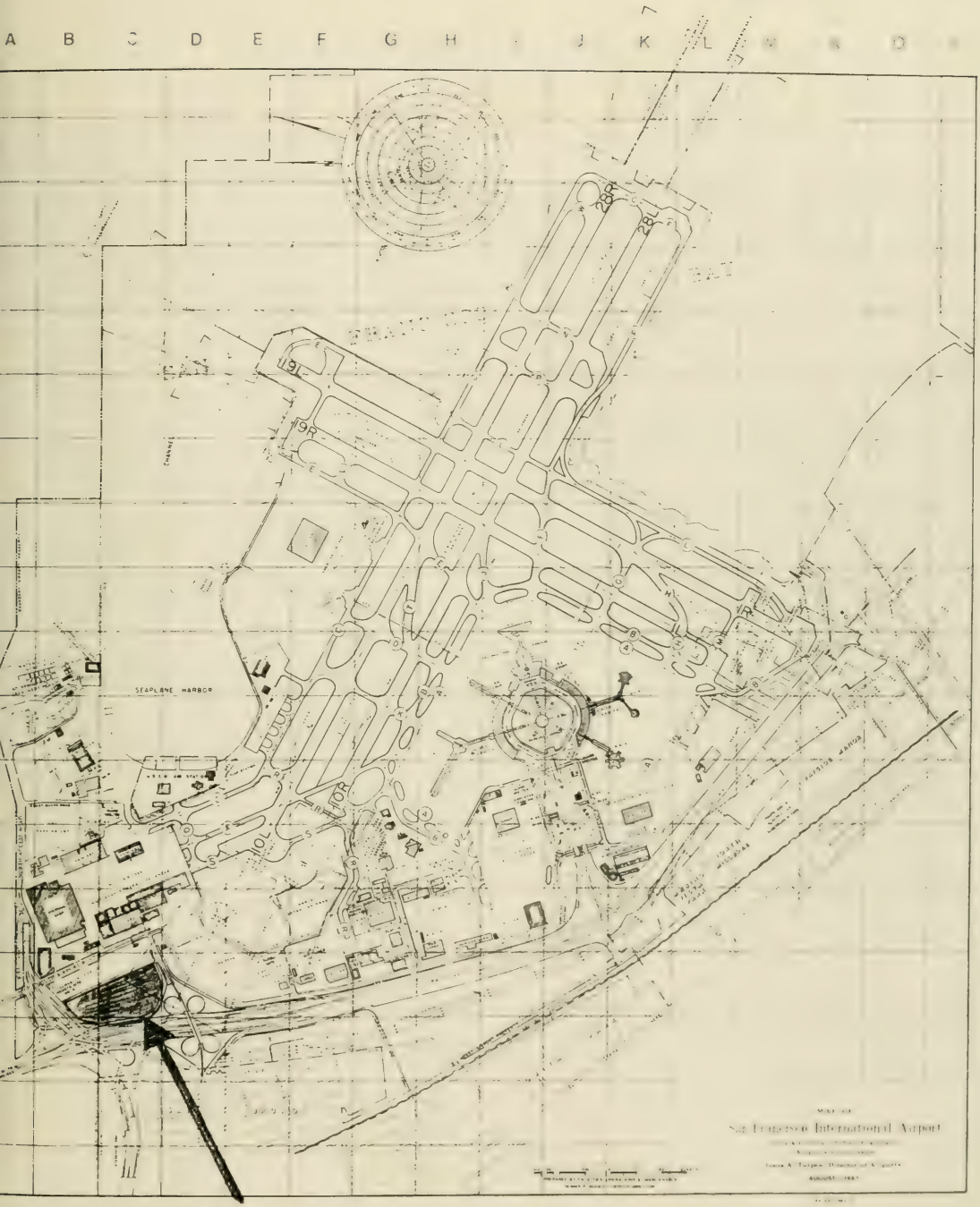
2. Parking revenues payable to the City's General Fund are based on 15% of gross revenues, net of the revenues received from the parking fees charged to employees of airlines. Thus, annual revenues from Parking Lot DD to the City's General Fund are estimated at $522,785.

3. Award of all contracts will be made by competitive bid and will be made in accordance with the Airport's Minority Business Enterprise/Women's Business Enterprise/Local Business Enterprise (MBE/WBE/LBE) Ordinance plan. For the third quarter of the 1988-89 Fiscal Year (January-March 1989), the Airport reports that with 28.5% of the dollar value of contracts awarded to minority contractors, the Airport is close to achieving its 30% MBE goal. However, only .2% (less than 1%) of the dollar value of contracts have been awarded to WBE firms. Therefore the Airport plans to expend a greater effort to fulfill its 10% WBE goal.

4. As explained in the attached statement (Attachment 3) submitted by Ms. Angela Gittens, Deputy Director of Airports Business and Finance, additional parking at the San Francisco International Airport is warranted because it will (1) increase revenues, (2) fulfill a need for additional long-term parking, (3) add parking for airline employees as frequently requested by the airlines, and (4) provide additional space for car rental firms which to date provide $12 million in concession fees annually.

Recommendation: Approve the proposed ordinance.

Attachment 1



Site of Proposed Parking Lot DD

[illegible] Area Parking

Vehicle Parking Rates Apply

1. Public Garage (short term parking)

1. Total parking fee by duration:

Duration (in hours)	Rate
0-1	$ 1.00
1-2	2.00
2-3	3.00
3-4	4.00
4-5	5.00
5-6	6.00
6-24	15.00 (Max. Daily)

2. Charge for lost ticket $ 15.00

3. Special Rate Applies

Night Rate

6 p.m. - 2a.m. $1.00

Early Bird Special Rate

0 - 3 hours	$ 5.00
3 - 4 hours	$10.00
4 - 5 hours	$15.00
5 - 7 hours	$20.00
7 or more hours	$25.00

(b) Long Term Lot (Airport Lot No. 1)

1. Long term rates

Duration (in hours)	Rate
0-3	$ 6.00
3-24	8.00
each addl. 24 hrs. or fraction thereof	6.00

2. Charge for lost ticket $15.00

STATEMENT OF NEED FOR PARKING LOT DD

Parking Lot DD and its accompanying Vehicle Bridge will be built to satisfy the four needs shown below:

1. Increase Revenues

The Mayor has directed the Airport to maximize concession revenues in order to increase the annual service payment to the City. Parking Lot DD will create 1,725 new public spaces, which are projected to generate $3.3 million in new revenues annually. The City will receive 15% or $495,000* annually. No incremental debt service will be incurred since the project will use construction savings from the Modernization and Renovation Program and interest earnings on bond funds.

2. Need for Public Long-Term Parking

There are currently 3,310 public parking spaces in long-term Lot D, which is insufficient to meet the demand for long-term public parking. Lot D had to be closed 15 times in 1988 because it had reached capacity. The commercial off-Airport parking lot firms such as SkyPark, Park N Fly, and Parking Company of America have increased their business 30% as a result of insufficient long-term parking on the Airport.

3. Need for Tenant Parking

The Airport currently has 11,600 tenant parking spaces. However, there are 22,000 tenant employees physically working on the Airport, of which 21,000 are airline employees. The airlines have frequently voiced their need for additional parking spaces at the Airport. Because of the lack of parking, the Airport has had to deny several requests for additional parking permits.

4. Space for Car Rental Firms

On-Airport car rental firms pay the Airport $12 million annually in concession fees. These firms have been complaining about the lack of space for their operations and have considered moving off-Airport to more spacious facilities when their leases expire next year. The 184 employees who park in Lot CC will be moved to Lot DD. Lot CC will then be used as a rental car staging area, partially satisfying the rental car firms' need for more space. The Airport will lose the $12 million in annual concession revenues and the annual service payment to the City will decrease by $1.8 million if the rental car firms move off-Airport.

* The Airport's Commission statement includes revenue only from the public parking portion of the proposed Parking Lot DD, whereas the Budget Analyst included both the revenues from the public parking and the fees collected from concessionaire employees.

1132F

Items 8 and 9 - Files 101-88-109 and 102-88-40

Department: Department of Public Health, San Francisco General Hospital

Items: Supplemental Appropriation Ordinance for permanent salaries and mandatory fringe benefits for the creation of one position (File 101-88-109).

Annual Salary Ordinance amendment reflecting the addition of one position (File 102-88-40).

Amount: $31,994

Source of Funds: Reappropriation of previously budgeted San Francisco General Hospital Operating Funds (Permanent Salaries)

Description: 1. The proposed amendment to the 1988-89 Annual Salary ordinance (File 102-88-40) would create a new 2368 Assistant Director of Nursing position as follows:

Action	No.	Class/Title	1988-89 Biweekly Salary	1988-89 Annual Salary
Add	1	2368 Assistant Director of Nursing	$1,918-$2,332	$50,060-$60,865

This position would be subject to final classification action at a future meeting of the Civil Service Commission.

2. The proposed Supplemental Appropriation Ordinance (File 101-88-109) would appropriate $31,994 for permanent salaries and mandatory fringe benefits and rescind $31,994 from permanent salaries and mandatory fringe benefits for FY 1988-89 for the creation of one position as follows:

Permanent Salaries - Nurses	$24,934
Mandatory Fringe Benefits	7,060
	$31,994

Comments:

1. The requested supplemental appropriation of $31,994 is based on the position being filled as of January 21, 1989. However, the earliest that this position could now be filled is May 22, 1989. Therefore, if this position is approved, the requested amount of $31,994 should be reduced by $23,647 to $8,347 to provide funding for the new Assistant Director of Nursing position from May 22 through June 30, 1989, as follows:

Source of Funding	Requested Amount	Recommended Amount	Recommended Savings
Permanent Salaries	$31,994	$8,347	$23,647
Proposed Use			
Permanent Salaries	$24,934	$6,505	$18,429
Retirement	3,989	1,040	2,949
Soc Security	1,873	489	1,384
Hlth-Misc	637	166	471
Hlth-Depend	363	95	268
Dental	198	52	146
Total	$31,994	$8,347	$23,647

2. Mr. Phil Sowa, Director of San Francisco General Hospital (SFGH), reports that the new position of Assistant Director of Nursing position, which is the subject of the proposed ordinances, previously had direct administrative responsibility for SFGH's Maternal and Child Health Division. This Assistant Director of Nursing position was vacated in October of 1988 and subsequently filled approximately one month later. However, the employee who assumed that Assistant Director of Nursing position is currently performing duties other than those related to Maternal and Child Health. In fact, this Assistant Director of Nursing position is no longer working in SFGH and is performing duties as the Assistant to the Deputy Director for Commercial Health Programs. Mr. Sowa is therefore requesting that an additional Assistant Director of Nursing position for SFGH's Maternal and Child Health Division be created.

3. As reflected in the attached letter (Attachment 1) from Ms. Carol Wilkins, Deputy Mayor for Finance, to Dr. David Werdegar, Director of the Department of Public Health, the need to create this additional position arose because SFGH had not adopted policies to document personnel problems. This has resulted in Public Health Department personnel being paid at higher levels than their actual responsibilities and duties require. Ms. Wilkins stated "we do not believe it is appropriate to continue this practice of augmenting salaries in order to accomodate personnel issues."

4. In response to the Budget Analyst's request for justification for the new proposed position and in light of the current projected City budgetary shortfall, Mr. Sowa's letter (Attachment 2) indicates that SFGH "will delete any Assistant Director of Nurs(ing) positions held by incumbents functioning in other capacities as such positions become vacant".

5. Given the City's current projected budgetary shortfall of approximately $48 million for fiscal year 1989-90 and hence, SFGH's need to implement budgetary reductions and possible employee layoffs, the Budget Analyst cannot recommend that a new additional Assistant Director of Nursing position be created at this time. However, the Department should implement the recommendations contained in the attached Mayor's letter.

Recommendations: 1. As stated above, given the City's budgetary shortfall projected for next fiscal year, the Budget Analyst cannot recommend that a new additional Assistant Director of Nursing position be created at this time. However, given SFGH's identified need for an Assistant Director of Nursing position for the Maternal and Child Health Division, we consider the approval of these ordinances (Files 101-88-109 and 102-88-40) to be policy matters for the Board of Supervisors.

2. If the Board approves the supplemental appropriation ordinance (File 101-88-109), the amount should be reduced by $23,647 from $31,994 to $8,347 to reflect the actual schedule for the filling of the proposed position.

Attachment 1

Office of the Mayor
SAN FRANCISCO

ART AGNOS

March 20, 1989

APR 4 1989

Dave Werdegar, M.D.
Director
Department of Public Health
101 Grove Street
San Francisco, California 94102

Dear Dr. Werdegar:

The Mayor has recommended approval for your supplemental appropriation to add a maternal and child health nursing administrator at the San Francisco General Hospital (SFGH) and shift $31,994 from permanent salaries and fringe benefits to augment the funds available for this position.

We understand that this position is a necessary part of nurse staffing and management at the SFGH. On the other hand, we do not believe it is appropriate to continue this practice of augmenting salaries in order to accomodate personnel issues. In order to allow the hospital to provide adequate nurse staffing but also to address this issue, we are recommending approval of these funds with the understanding that you will do the following: (1) ensure that the health department has adopted the necessary policies so that there is adequate documentation of personnel problems, (2) identify positions that are filled with personnel who are being paid for a higher level of responsibility than they are currently performing, and (3) delete or downgrade these positions when those individuals retire or otherwise leave their current positions.

Thank you for your cooperation in this matter.

Sincerely,

Carol Wilkins
Deputy Mayor for Finance

cc: Phil Sowa
Larry Meredith
Myra Snyder

1578a

APR 5 1989

Attachment 2

City and County of San Francisco

Department of Public Health

San Francisco General Hospital
Medical Center

April 21, 1990

Dear [illegible],

Pursuant to your request for additional justification to support our supplemental appropriation to add a 2908 Assistant Director of Nurses, Maternal Child Health, and in recognition of the continued citywide budgetary concerns facing San Francisco, I submit the following for your consideration.

San Francisco General Hospital requests this position as a necessary response to our increased demands on the Maternal Child Health Division. The requisition previously available for this position was used to accommodate a Civil Service [illegible] as of [illegible], 1990.

In light of the projected citywide budget deficit and consistent with good management practices, we will delete any Assistant Director of Nurses positions held by incumbents functioning in other capacities as such positions become [illegible].

I look forward to your favorable response in this matter.

Very truly yours,

[signature]

[illegible]
[illegible]

Items 10 and 11 - Files 101-88-110 and 102-88-39

Department: Assessor's Office

Proposed Actions: Supplemental Appropriation Ordinance for permanent salaries and mandatory fringe benefits to reclassify two positions (File 101-88-110).

Annual Salary Ordinance amendment reflecting the reclassification of two positions (File 102-88-39).

Amount: $18,226

Source of Funds: Reappropriation of previously budgeted General Fund monies in the Assessor's Office.

Description: 1. The proposed amendment to the 1988-89 Salary Ordinance (File 102-88-39) would reclassify two 4260 Real Property Appraiser Trainee positions to two 4265 Senior Real Property Appraiser positions. The proposed amendment, which will be reviewed by the Civil Service Commission at a future date, is as follows:

Action	No.	Class/Title	1988-89 Biweekly Salary	1988-89 Annual Salary
Delete	2	4260 Real Property Appraiser Trainee	$895-$895	$23,360-$23,360
Add	2	4265 Senior Real Property Appraiser	1,304-1,580	34,034-41,238

At the fifth step,the two positions to be added would cost $82,476 annually, which is $35,756 more than the $46,720 annual salary required at the fifth step for the two positions to be deleted.

2. The proposed Supplemental Appropriation Ordinance (File 101-88-110) would appropriate $18,226 for permanent salaries and mandatory fringe benefits and rescind $18,226 from permanent salaries and mandatory fringe benefits for FY 1988-89 for the addition and deletion of the two positions as follows:

Permanent Salaries	$14,360
Mandatory Fringe Benefits	3,866
	$18,226

Comments:

1. The 4260 Real Property Appraiser Trainee positions, which are entry-level positions, would be reclassified to 4265 Senior Real Property Appraiser positions which are responsible for appraising high-value residential and commercial properties and for providing direction to subordinate appraisers. The two additional 4265 Senior Real Property Appraiser positions have been requested in the Assessor's 1989-90 budget proposal.

2. According to Mr. Bruce Shafer, Chief Assistant Assessor, the reclassifications are required at this time in order to provide close supervision to subordinate appraisers performing block-to-block inspections of new construction and permit completions. Mr. Shafer indicates that the additional supervision and high value property appraisers are required to ensure timely appraisals and prompt billing of taxes in order to maximize revenue generation.

3. Although the proposed reclassifications could be deferred until consideration of the 1989-90 budget, the Budget Analyst concurs that the 4265 Senior Real Property position is a revenue-generating position and, therefore, we believe that it would be in the City's best interests to reclassify these positions at this time. The Assessor's Office reports that revenue from appraisals for new construction, additions and alterations totalled $7.6 million in 1988-89. Mr. Shafer also indicates that the eligibility list which would be used to fill the 4265 Senior Real Property Appraiser positions expires on May 11, 1989.

4. According to Mr. Shafer, five 4265 Senior Real Estate Appraiser positions were downgraded to 4260 Real Property Appraiser Trainee positions several years ago during the budget process, resulting in a total of seven 4260 Real Property Appraiser Trainee positions. The proposed reclassifications would reduce the total number of 4260 Real Property Appraiser Trainee positions from 7 to 5 positions and increase the total number of 4265 Senior Real Property Appraiser positions from 10 to 12 positions. The Assessor's Office also currently has 14 4261 Real Property Appraiser positions.

5. The requested supplemental appropriation of $18,226 is based on the positions being reclassified on April 15, 1989. However, the earliest that these positions could be reclassified is May 8, 1989. It is expected that the positions would be filled at Step 3 in order to be able to recruit more experienced Real Property Appraiser staff. Therefore, the requested amount of $18,226 should be reduced by $3,614 to $14,612 to provide funding for 4.0 biweekly pay periods for two 4265 Senior Real Property Appraiser positions at Step 3 from May 8, 1989 to June 30, 1989 as follows:

	Requested Amount	Recommended Amount	Recommended Savings
Source of Funding			
Permanent Salaries	$15,632	$12,018	$3,614
Mandatory Fringe Benefits	2,594	2,594	0
Total	$18,226	$14,612	$3,614
Proposed Use			
Permanent Salaries	$14,360	$11,488	$2,872
Mandatory Fringe Benefits	3,866	3,124	742
Total	$18,226	$14,612	$3,614

6. As noted earlier, the Civil Service Commission has not yet reviewed the proposed reclassifications. However, Civil Service Commission staff has recommended that the reclassifications be approved.

Recommendation: Although the Budget Analyst would not normally recommend a reclassification at this time, shortly before consideration of the 1989-90 budget review process, as previously noted the Budget Analyst considers the 4265 Senior Real Property Appraiser positions to be revenue-generating positions. Therefore, we recommend the following:

1. Amend the proposed supplemental appropriation ordinance (File 101-88-110) to reduce the needed funding by $3,614 from $18,226 to $14,612 and approve the proposed ordinance as amended.

2. Approve the proposed amendment of the Annual Salary Ordinance (File 102-88-39).

Items 12 and 13 - Files 101-88-111 and 102-88-37

Department: Department of Social Services (DSS)

Items: Ordinance appropriating and rescinding $83,274 within the Department of Social Services current, 1988-89 budget (File 101-88-111) and an ordinance amending the Annual Salary Ordinance (ASO) to delete six positions and add seven positions (File 102-88-37).

Amount: The $83,274 amount specified above was recommended by the Mayor's Office based on 5.5 remaining pay periods for the new positions. This amount represented an increase in salaries and fringe benefits of $19,504 for 1988-89. However, the legislation will not be processed in time to permit expenditure at the increased salary levels for more than four pay periods. Therefore, the actual cost of this supplemental appropriation will be approximately $60,564 for the current fiscal year, an increase cost of $14,186 over salary and fringe benefits now being paid. Excess salary savings within the current DSS budget are sufficient to fund the new positions.

The increased cost for a full year (fiscal year 1989-90) of approving this supplemental appropriation and amendment to the ASO is approximately $92,555 including fringe benefits and based on salaries calculated at the top step.

Source of Funds: 100% General Fund. The programs to which the newly created positions will be assigned if this legislation is approved are presently "overmatched" in that Federal and State subvention revenue allocations have reached a "cap". Therefore, the increased expenses will be net General Fund (100% local) costs.

Description: 1. The following six positions would be abolished under this proposal :

Classification and Title	Bi-weekly Salary	Annual Salary
(1) A422 Foster Care Coordinator	$ 1,827 - $ 1,827	$ 47,685 - $ 47,685
(3) 2944 Child Welfare Supervisor	1,429 - 1,731	37,297 - 45,179
(2) 2910 Social Worker	916 - 1,109	23,908 - 28,945

The following seven positions would be added:

Classification and Title	Bi-weekly Salary	Annual Salary
(6) 2948 Sr. Social Services Supervisor	$ 1,443 - 1,748	$ 37,662 - $45,623
(1) 1842 Management Assistant	1,131 - 1,368	29,519 - 35,705

2. A DSS reorganization in 1982 resulted in the elimination of a number of middle management positions and consequently the demotion of 17 individuals to lower classifications. Six of these employees, who formerly occupied the 2948 Senior Social Services Supervisor positions, remain employed by the Department. Service Employees International Union (SEIU) Local 535 opposed this move, and the subsequent creation of two middle management positions (2969 Assistant Director) in 1986. SEIU filed a lawsuit on this matter in 1987 on the basis that the new 2969 Assistant Director employees were performing the same duties as the former 2948 classifications which had been eliminated.

3. A settlement agreement was negotiated between the City Attorney and SEIU in the fall of 1988 whereby the union would no longer oppose the 2969 Assistant Director positions if the City would restore the 2948 Senior Social Services Supervisor positions for the six former incumbent employees and fund these positions through fiscal year 1989-90.

4. Five of the six new 2948 Sr. Social Services Supervisor positions will be assigned to the Family and Children's Services Division where the employees are now assigned but working in lower classifications. One of the 2948 Sr. Social Services Supervisor positions will be assigned to Staff Development and Training. The other requested new position (one new 1842 Management Assistant) will be assigned to contracts administration and monitoring in DSS Central Management to replace a 2944 Child Welfare Supervisor who will become the 2948 Sr. Social Services Supervisor assigned to the Staff Development and Training Program.

5. Recent studies by the Child Welfare League of America and the State DSS have cited a lack of middle management positions as being a major problem affecting the performance of the DSS Family and Children's Services Division.

Comments:

1. Although this legislation only creates and funds the new positions for the current, 1988-89 fiscal year, approval by the Board of Supervisors would, in effect, ratify the settlement agreement with SEIU and therefore commit the City to fund these new positions, at a net increased General Fund cost of $92,555 annually, for the 1989-90 fiscal year.

2. Normally, the settlement agreement would be submitted to the Board of Supervisors for separate legislative approval. Mr. John Holtzman, the Deputy City Attorney responsible for negotiating the settlement agreement, has informed the Budget Analyst that separate Board approval of the agreement would have been the proper procedure. Mr. Holtzman will provide copies of the agreement with SEIU to each member of the Finance Committee prior to the Wednesday, April 26, 1989 meeting. The City Attorney will, at that time, be able to advise the Committee if any additional legislation is required pertaining to the settlement agreement.

3. The Department of Social Services is unable at this time to state whether funding for the positions will be continued after 1989-90. However, it seems likely that the positions will continue unless the Department specifically removes them from their budget.

Recommendations:

1. Approval of the proposed supplemental appropriation and amendments to the Annual Salary Ordinance in order to reach a settlement of pending litigation by SEIU against the City and the Department of Social Services is a policy matter of the Board of Supervisors.

2. If approved, the supplemental appropriation request should be reduced by $22,710, from $83,274 to $60,564. The Budget Analyst will provide the Clerk of the Finance Committee with the line item detail expenditure debits and credits in order to properly amend the supplemental appropriation ordinance.

Item 14 - File 184-89-3

Department: Real Estate Department

Proposed Action: Ordinance authorizing the exchange of real property between the City and County of San Francisco and Williams Street Properties, and to adopt findings that the exchange of property is in conformance with the Master Plan and is consistent with the eight Priority Policies of the City Planning Code Section 101.1.

Size and Locations: The City-owned property to be exchanged is a 5,000 square-foot portion of Assessor's Block 4006, Lot 8, which is a portion of abandoned Wisconsin Street at 18th Street ("Wisconsin Street parcel") (See Attachment 1). The Williams Street Properties-owned property is a 42,830 square foot portion of Assessor's Block 5423A, Lot 1, on the southwest corner of Williams Avenue and Newhall Street ("Williams Avenue parcel"). (See Attachment 2.)

Purpose: The City would use the Williams Avenue parcel as a new site for the Potrero Police Station. The Potrero Police Station is currently located at 2300 3rd Street.

Description: 1. The Williams Avenue parcel, owned by Williams Street Properties, is currently a parking lot. Under the proposed exchange of property, Williams Street Properties would sell the Williams Avenue parcel to the City for $1,072,500 for use by the Police Department as a new site for the Potrero Police Station. The Wisconsin Street parcel, which is City-owned property under the jurisdiction of the Department of Public Works (DPW), is currently vacant and is surplus to City needs. Williams Street Properties would accept the Wisconsin Street parcel, valued by the Director of Property at $125,000, as partial payment of the $1,072,500 purchase price of the Williams Avenue parcel, with the balance of $947,500 to be paid by the City in cash. The Director of Property has determined that $1,072,500 is a fair market price for the Williams Avenue parcel.

2. The amount of $1,072,500 required for the acquisition of the property would be funded through Proposition A bond monies approved by the electorate on November of 1987, which provides $28,000,000 for Police Department capital projects. Of the $1,072,500, $947,500 would be paid to Williams Street Properties and $125,000 would be paid to DPW. The Police Department would compensate DPW for the $125,000 value of the Wisconsin Street parcel because proceeds from the sale of the Wisconsin Street parcel would accrue to the gas tax fund.

3. Plans for the new Potrero Police Station include a 16,000 square foot building with on-site parking for approximately 50 vehicles. The new Potrero Police Station would be one of three stations City-wide that would be seismically equipped to serve the City in the event of a major earthquake.

Comments:

1. Legislation approved by the Board of Supervisors in June, 1987 that determined the necessity for the Police Department's $28 million General Obligation bond issue, identified 1815 Egbert Street as the location for the new Potrero Police Station (Files 318-87-1, 318-87-2, 318-87-3 and 318-87-4). Similarly, the June, 1988 resolutions (Files 297-88-2, 297-88-2, 297-88-3, 297-88-4 and 297-88-5) approved by the Board of Supervisors, which established the criteria for selling and issuing the Police Facility Improvement Bonds, identified 1815 Egbert Street as the location for the new Potrero Police Station. And most recently, in October, 1988, the Board of Supervisors approved a $6.3 million supplemental appropriation for the Police Department from the first bond sale which again, specifically identified the new Potrero Station as 1815 Egbert Street. The 1815 Egbert Street location is in contrast to the currently proposed Williams Avenue parcel.

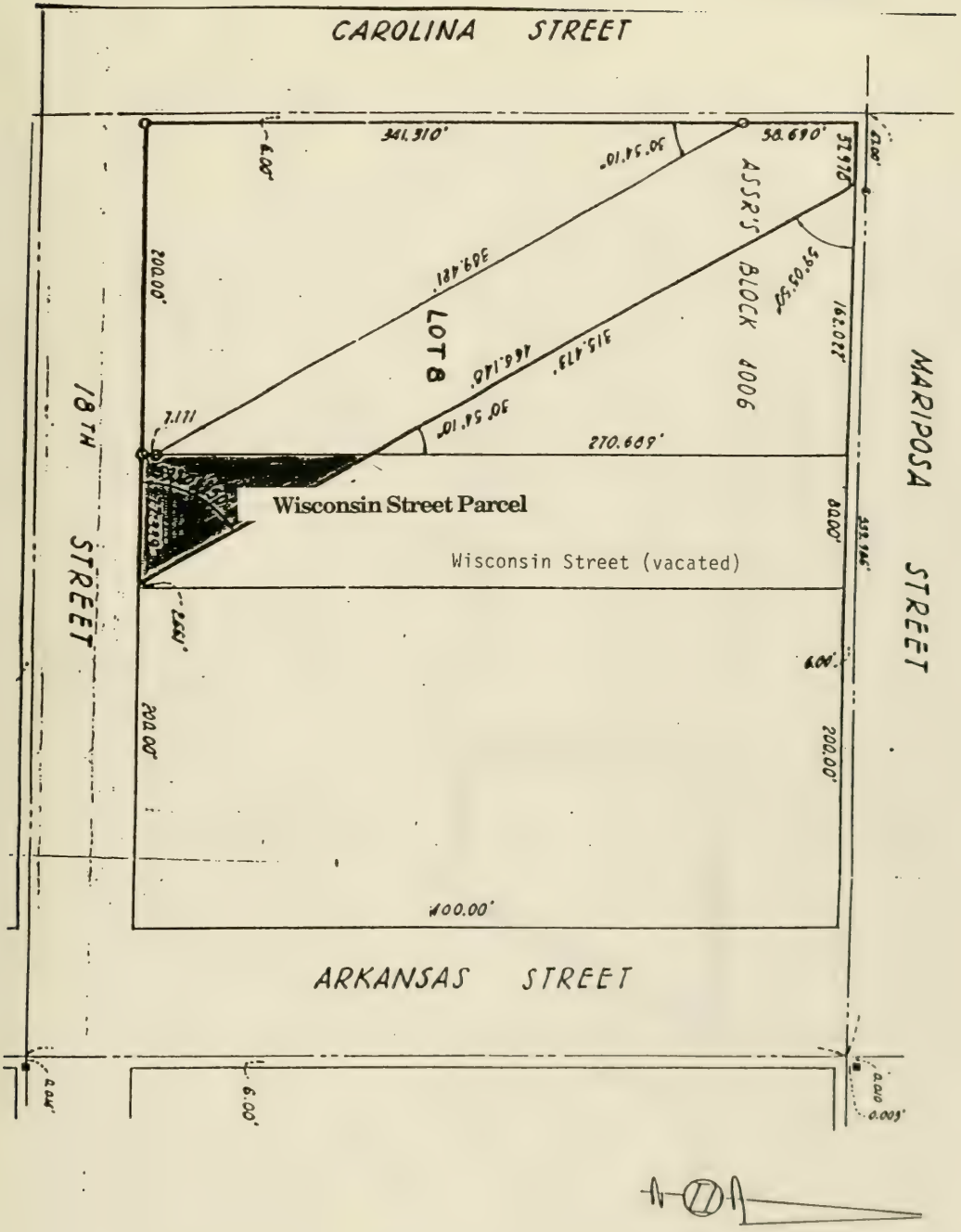
2. According to Mr. Anthony DeLucchi, the Director of Property, the City was unable to negotiate a satisfactory price for the 1815 Egbert Street location. The Egbert Street site is owned by the Housing Authority, which uses the site as a maintenance facility. The Housing Authority wanted the price for the Egbert parcel to include the Housing Authority's cost for a replacement site and relocation costs, which would almost double the price of the original estimate. The Police Department and the Department of Property then decided to seek a new location for the Potrero Police Station and were able to negotiate a fair market price for the Williams Avenue parcel, located within a couple of blocks of the Egbert Street site.

3. On March 10, 1989 the City Planning Department reported that the acquisition of the Williams Avenue parcel for relocation of the Potrero Police Station is in conformity with the Master Plan and consistent with the Eight Priority Policies of City Planning Code Section 101.1. However, a Negative Declaration on the environmental impacts of the Williams Avenue site was not finalized until March 15, 1989. In response to inquiries by the Budget Analyst, Ms. Sally Maxwell of the Environmental Review Section of the Planning Department has stated that the March 10, 1989 report of conformity with the Master Plan and consistency

with Planning Code Section 101.1 is invalid because this report was issued prior to the final Negative Declaration.

Recommendations: 1. The proposed new Potrero Police Station now has a changed location. This new location has not been previously reported to the Board of Supervisors. Therefore, we consider approval of the proposed ordinance to be a policy matter for the Board of Supervisors.

2. According to Ms. Maxwell, the findings by the City Planning Department that the exchange of property is in conformance with the Master Plan and is consistent with the eight Priority Policies of the City Planning Code Section 101.1 has been determined to be invalid. Another determination of conformance with the Master Plan and consistency with the City's eight Priority Policies should be made prior to approval of this ordinance. Mr. DeLucchi advised the Budget Analyst that a technical amendment will be presented to the Finance Committee at its meeting of April 26, 1989 to resolve this matter.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MARIPOSA STREET
ARKANSAS STREET
LOT 8
ASSR'S BLOCK 4006
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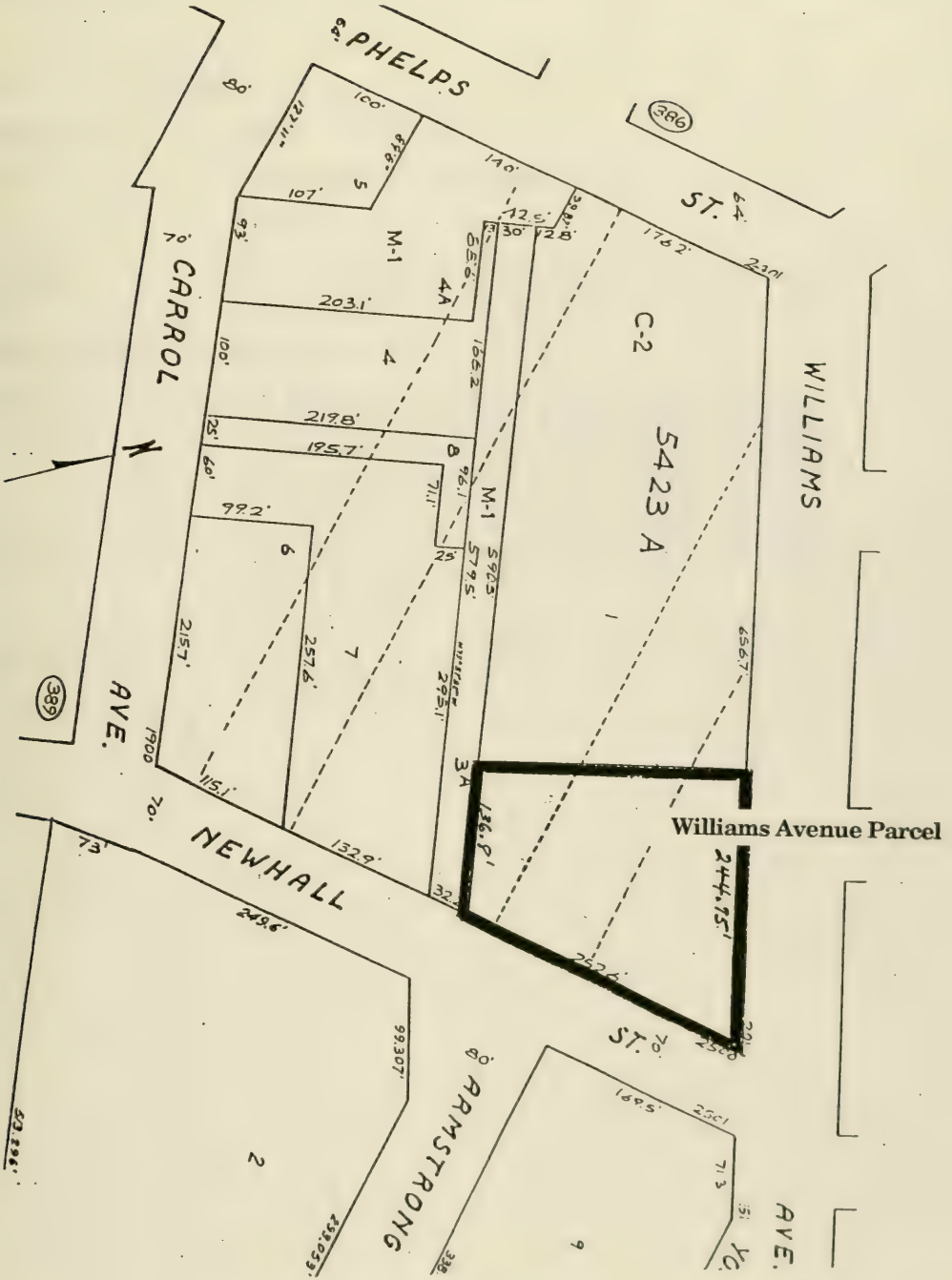
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Item 15 - File 101-88-75

Department: Superior Court

Item: Supplemental Appropriation Ordinance

Amount: $88,225

Purpose: Fund additional costs for storage and retrieval of Superior Court and County Clerk records.

Source of Funds: General Fund

Status: The Superior Court has requested that this item be continued one week to May 3, 1989 in order to provide the Budget Analyst with cost data from the two vendors contracted to store and retrieve records for the Superior Court and County Clerk. The two vendors are Bell and Howell and File Safe. Data from both vendors are needed to make an accurate projection of the costs for the remainder of the current fiscal year.

Recommendation: As requested by the Superior Court, continue this item for one week.

Memo to Finance Committee
April 26, 1989

Item 16 - File 100-89-5

The following reports have been prepared by the Budget Analyst to provide the information in connection with the Finance Committee's review of departmental budgets.

DEPARTMENT OF PUBLIC WORKS

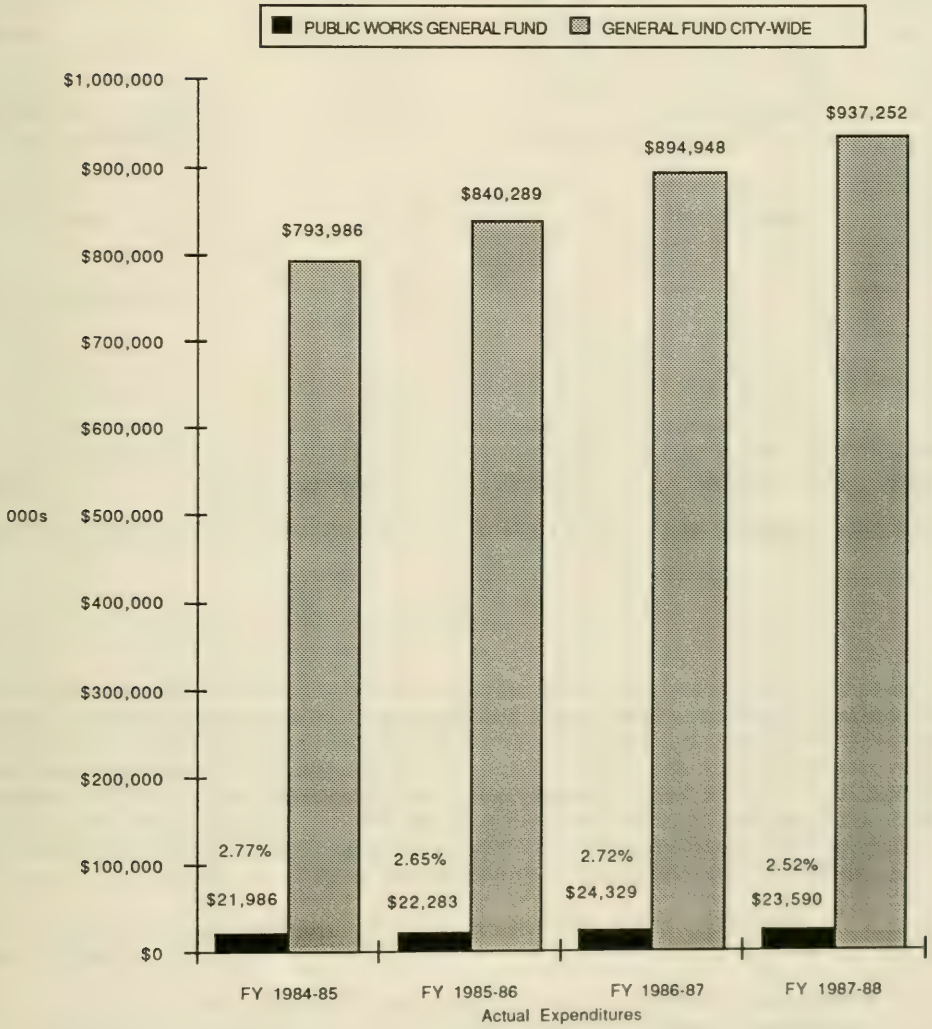
The Department of Public Work's actual total expenditures relative to the total net General Fund expenditures for the prior four fiscal years (FY 1984-85 through FY 1987-88) are depicted in a chart on the following page. The numerical text in the chart indicates the actual expenditures for the Department of Public Works, the total expenditures for the General Fund and the relative percent of the total General Fund budget that the Department of Public Works expended for each of the four years (i.e., 2.77% in FY 1984-85). Total General Fund and actual departmental expenditure data included in the chart are based on the Comprehensive Annual Financial Reports from each of these fiscal years and includes the adopted budget, supplemental appropriations, carryforward funds from prior years and capital and facilities maintenance expenditures, but does not include any outside grants.

The second page provides detail General Fund expenditure and revenue information based on actual data for fiscal year 1987-88, the revised budget (adopted budget plus supplementals) for fiscal year 1988-89, the actual expenditures for the first six months of this year, between July 1 and December 31, 1988 and the projected baseline budget for fiscal year 1989-90 that was submitted to the Mayor's Office by the Department of Public Works. These data are based on Summary Expenditure and Revenue reports according to Fund Group and Organization Budgets provided by the Controller's Office. Because of the need to rely on various data sources, the historical actual data provided in the chart is not directly comparable with the more current detailed information provided on the subsequent page. However, it should be noted that neither of these representations include the Special Fund accounts that are within the Department of Public Works. These Special Fund accounts include the Special Gas Tax Street Improvement Fund, the Road Fund, the Building Inspection Fund, the DPW Administrative Overhead Fund, the DPW Bureau Overhead Fund, the DPW Interdepartmental Service Fund, the DPW Personnel Fund and the Clean Water Operating Fund.

A separate attachment identifies the disability pay, medical pay and the total workers compensation payments for the Department of Public Works that is being reviewed by the Finance Committee on April 26, 1989 for the prior four fiscal years and the first six months of the current fiscal year. A separate column indicates the number of claims filed during each of these periods. Because claims may continue for more than one fiscal year, there is not a direct relationship between the number of claims filed in any given fiscal year and the payments made during that same fiscal year.

BOARD OF SUPERVISORS
BUDGET ANALYST

ACTUAL PUBLIC WORKS EXPENDITURES RELATIVE TO THE GENERAL FUNI
(FY 1984-85 THROUGH 1987-88)



DEPARTMENT OF PUBLIC WORKS

GENERAL FUND EXPENDITURES*	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected**
Personnel	$10,233,514	$4,445,362	$2,151,337	$5,242,546
Non-Personnel	7,501,800	3,372,826	1,524,585	2,502,165
Equipment	87,193	23,850	0	23,850
Profess Services Contracts	777	0	Not Available	0
TOTAL EXPENDITURES	**$17,823,284**	**$7,842,038**	**$3,675,922**	**$7,768,561**
Capital Projects***	$0	$0	Not Available	$1,353,800
Workers Comp/Disability	See Attached Report			

REVENUES	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected
TOTAL REVENUES	**$97,697,271**	**$94,568,051**	**Not Available**	**$117,189,110**

NOTES:

* General Fund Expenditures do not include Special Gas Tax Street Improvement expenditures of approximately $12 million, Road Fund expenditures of approximately $12 million, Building Inspection Fund expenditures from $3 million in 1987-88 to approximately $ 14 million projected for 1989-90, DPW Administrative Overhead Fund expenditures of approximately $6 million, DPW Bureau Overhead Fund expenditures of approximately $17 million, DPW Interdepartmental Service expenditures of $15 million in 1987-88 to approximately $42 million projected for 1989-90, DPW Personnel Fund expenditures of $83 million in 1987-88 to approximately $92 million projected for 1989-90 and the Clean Water Operating Fund expenditures of $61 million in 1987-88 to approximately $80 million projected in 1989-90.

**1989-90 projections are based on preliminary baseline estimates prepared by the Controller's Office.

*** Capital projects only include the capital expenditures budgeted directly to the Department's General Fund and do not include other Special Fund accounts, which are separately accounted for. 1989-90 capital projections are based on departmental requests included in the capital improvement and facilities maintenance reports.

WORKERS COMPENSATION

	Disability Pay	Medical	Total	Number of Claims
Public Works (Depts. 36, 37, 38, 39, 40, 41, 42, 43, 45, 47)				
1984-85	$337,192	$340,083	$677,275	401
1985-86	495,846	320,143	815,989	382
1986-87	345,867	409,191	755,058	382
1987-88	348,395	397,508	745,903	400
7-1/12-31-88	153,584	180,595	334,179	198
61 City Planning				
1984-85	$ 514	$ 4,232	$ 4,746	9
1985-86	224	2,065	2,289	1
1986-87	6,496	14,498	20,994	5
1987-88	0	9,069	9,069	5
7-1/12-3-88	7,758	2,895	10,653	0

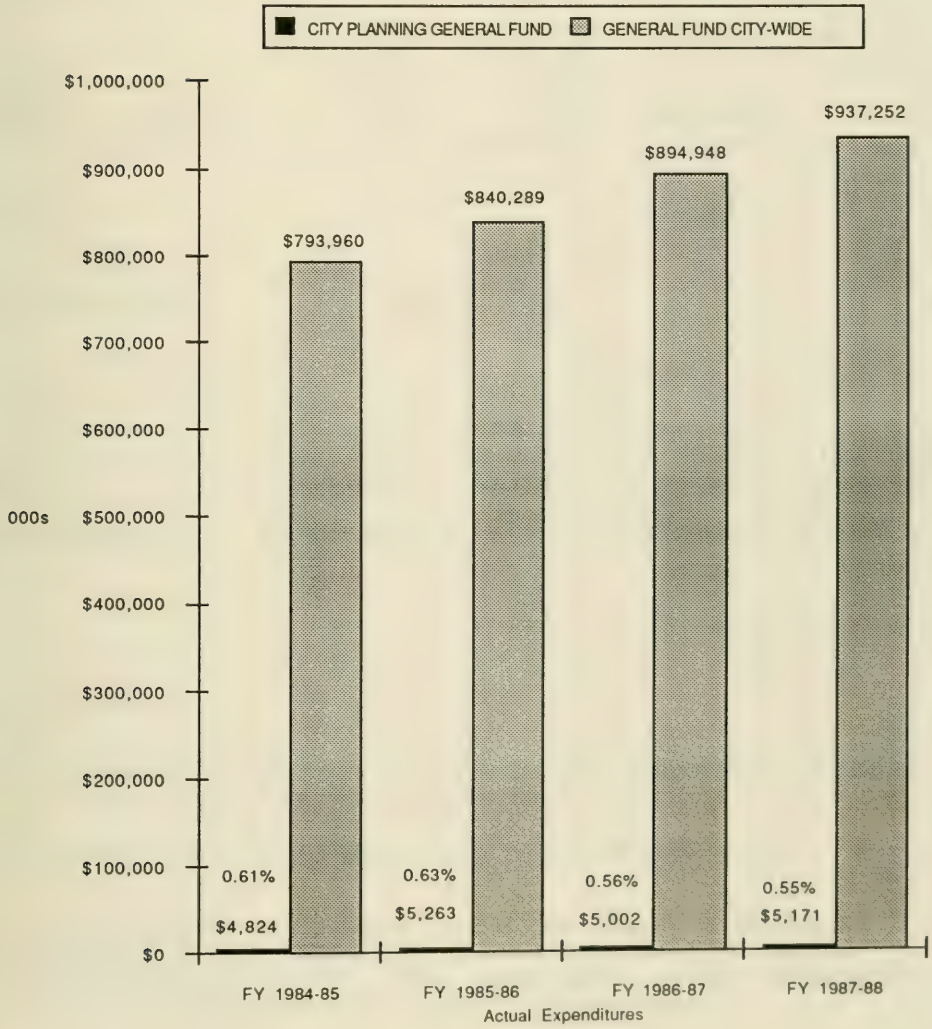
DEPARTMENT OF CITY PLANNING

The Department of City Planning's actual total expenditures relative to the total net General Fund expenditures for the prior four fiscal years (FY 1984-85 through FY 1987-88) are depicted in a chart on the following page. The numerical text in the chart indicates the actual expenditures for the Department of City Planning, the total expenditures for the General Fund and the relative percent of the total General Fund budget that the Department of City Planning expended for each of the four years (i.e., 0.61% in FY 1984-85). Total General Fund and actual departmental expenditure data included in the chart are based on the Comprehensive Annual Financial Reports from each of these fiscal years and includes the adopted budget, supplemental appropriations, carryforward funds from prior years and capital and facilities maintenance expenditures, but does not include any outside grants.

The second page provides detail General Fund expenditure and revenue information based on actual data for fiscal year 1987-88, the revised budget (adopted budget plus supplementals) for fiscal year 1988-89, the actual expenditures for the first six months of this year, between July 1 and December 31, 1988 and the projected baseline budget for fiscal year 1989-90 that was submitted to the Mayor's Office by the Department of City Planning. These data are based on Summary Expenditure and Revenue reports according to Fund Group and Organization Budgets provided by the Controller's Office. Because of the need to rely on various data sources, the historical actual data provided in the chart is not directly comparable with the more current detailed information provided on the subsequent page.

A separate attachment identifies the disability pay, medical pay and the total workers compensation payments for the Department of City Planning that is being reviewed by the Finance Committee on April 26, 1989 for the prior four fiscal years and the first six months of the current fiscal year. A separate column indicates the number of claims filed during each of these periods. Because claims may continue for more than one fiscal year, there is not a direct relationship between the number of claims filed in any given fiscal year and the payments made during that same fiscal year.

ACTUAL CITY PLANNING DEPARTMENT EXPENDITURES RELATIVE TO THE GENERAL FUNI
(FY 1984-85 THROUGH 1987-88)



CITY PLANNING EXPENDITURES AND REVENUES (FY 1987-88 THROUGH 1989-90)

DEPARTMENT OF CITY PLANNING

GENERAL FUND EXPENDITURES*	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected**
Personnel	$4,709,176	$4,527,519	$2,198,502	$4,620,911
Non-Personnel	387,600	679,997	121,258	326,208
Equipment	52,323	11,183	0	0
Profess Services Contracts	7,645	29,991	Not Available	8,000
TOTAL EXPENDITURES	**$5,156,744**	**$5,248,690**	**$2,319,760**	**$4,955,119**
Capital Projects***	$0	$0	Not Available	$0
Workers Comp/Disability	See Attached Report			

REVENUES	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected
TOTAL REVENUES	**$1,903,059**	**$1,956,348**	**Not Available**	**$1,956,348**

NOTES:

* General Fund Expenditures do not include work order expenditures of approximately $200,000 for fiscal years 1987-88 and 1988-89 for the Department of City Planning.

**1989-90 projections are based on preliminary baseline estimates prepared by the Controller's Office.

*** Capital projects only include the capital expenditures budgeted directly to the Department's General Fund and do not include other Special Fund accounts or the Department of Public Works projects, which are separately accounted for. 1989-90 capital projections are based on departmental requests included in the capital improvement and facilities maintenance reports.

WORKERS COMPENSATION

	Disability Pay	Medical	Total	Number of Claims
Public Works (Depts. 36, 37, 38, 39, 40, 41, 42, 43, 45, 47)				
1984-85	$337,192	$340,083	$677,275	401
1985-86	495,846	320,143	815,989	382
1986-87	345,867	409,191	755,058	382
1987-88	348,395	397,508	745,903	400
7-1/12-31-88	153,584	180,595	334,179	198
61 City Planning				
1984-85	$ 514	$ 4,232	$ 4,746	9
1985-86	224	2,065	2,289	1
1986-87	6,496	14,498	20,994	5
1987-88	0	9,069	9,069	5
7-1/12-3-88	7,758	2,895	10,653	0

Harvey M. Rose

cc: Supervisor Walker
Supervisor Ward
Supervisor Hallinan
President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

SF
S90.25
#2
5/3/89

Actions Taken

CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

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WEDNESDAY, MAY 3, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

ABSENT: SUPERVISOR WARD, ITEM 1
SUPERVISOR HALLINAN, ITEMS 16-17

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 23-89-2. [Claim Against the Government] Resolution waiving the statue of limitations with respect to payment of certain warrant of the City and County of San Francisco, in the sum of $185.42 payable to Irene O'Neill, a legal obligation of the City and County of San Francisco. (Controller)

   b) File 23-89-3. [Claim Against the Government] Resolution waiving the statue of limitations with respect to payment of certain warrants of the City and County of San Francisco, in the sum $964.70 a legal obligation of the City and County of San Francisco. (Controller)

   c) File 25-89-14. [Contracting Out City Services] Resolution concurring with the Controller's certification that computer specialist services for the communications system can be practically performed at the Fire Department by private contractor for lower cost than similar work performed by City and County employees. (Fire Dept.)

   d) File 25-89-15. [Contracting Out City Services] Resolution concurring with the Controller's certification that security guard services can be practically performed for the Department of Public Health, San Francisco General Hospital, by a private contractor for a lower cost than similar services performed by City and County employees. (Dept. Public Health)

   e) File 31-89-8. [Employee Replacement] Resolution approving immediate filling of one (1) 8182 Head Attorney, Public Defender's Office. (Public Defender)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 100-89-7. [Children's Budget] Resolution urging the Mayor to strengthen and expand over the next two years, locally funded children's programs using local, state, federal and other funds. (Supervisors Alioto, Gonzalez, Kennedy)

   ACTION: RECOMMENDED.

3. File 101-87-13.5. Requesting release of reserved funds, Fire Department in the amount of $419,000, for 26th Street high pressure extension. (Supervisor Walker)

   ACTION: RELEASE OF $419,000 APPROVED; FILED.

4. File 101-88-101. [Government Funding] Ordinance appropriating $169,148, Police Department, for program project budget (Substance Abuse Program). (Controller) RO #8239

   ACTION: RECOMMENDED.

5. File 100-88-97.1. To consider data from Water Department on the amount of water and related costs needed to maintain adequate water supply for San Francisco. (Finance Committee)

   (Cont'd from 4/19/89)

   ACTION: HEARING HELD; FILED.

6. File 12-89-4. [SB 437 and SB 438 - Board of Equalization] Resolution supporting SB 437 (Kopp, Ayala, and Rosenthal) and SB 438 (Kopp and Ayala) and urging the Mayor to urge the State Legislature to pass SB 437 which would require the State Board of Equalization to prepare and keep written records disclosing the method of valuation used to value and assess each State-assessed property and the basis for deviations from the recommendations of the State Board of Equalization's staff regarding the valuation and assessment and SB 438, relating to conflict of interest, members, State Board of Equalization. (Supervisor Hsieh)

   (Cont'd from 4/26/89)

   ACTION: QUESTION DIVIDED. (1) Supporting SB 437 (Kopp, Ayala, and Rosenthal) and urging the Mayor to urge the State Legislature to pass SB 437 which would require the State Board of Equalization to prepare and keep written records disclosing the method of valuation used to value and assess each State-assessed property and the basis for deviations from the recommendations of the State Board of Equalization's staff regarding the valuation and assessment RESOLUTION PREPARED IN AND REPORTED OUT OF COMMITTEE. RECOMMENDED. NEW TITLE: "Supporting SB 437 (Kopp, Ayala, and Rosenthal) and urging the Mayor to urge the State Legislature to pass SB 437." (File 97-89-14)

   (2) Supporting SB 438 relating to conflict of interest, members, State Board of Equalization. (97-89-14.1) TABLED.

7. File 97-89-15. [Golden Gate Pavilion Specil Fund] Ordinance amending the San Francisco Administrative Code by adding Section 10.117-82 thereto establishing a Golden Gate Pavilion Special Fund for the acceptance and expenditures of monies received to restore and maintain the Golden Gate Pavilion. (Supervisor Hongisto)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. On Page 1, line 18 after "Fund" add "and to be administered by the Recreation and Park Department."

8. File 101-87-95.1. Requesting release of reserved funds, Commission on the Aging, in the amount of $49,744, for health and safety equipment replacement and supplemental corrective funding to current year contractors (Family Services Agency, $2,599; Filipino American Council, $3,630; Meals on Wheels, $40,542; PPMC - 30th Street Senior Services, $68.00 and Self Help for the Elderly, $2,095). (Commission on the Aging)

ACTION: RELEASE OF $49,744 APPROVED; FILED.

9. File 100-88-19. Requesting release of reserved funds, Sheriff Department, in the amount of $135,000, for the Art Enrichment Program. (Sheriff Dept.)

ACTION: RELEASE OF $135,000 APPROVED; FILED.

10. File 186-89-8. [Government Funding - Loan Agreement] Resolution authorizing the Controller and Director of Public Health to enter into a loan agreement in an amount not to exceed $78,616,978 with the California Health Facilities Financing Authority. (City Attorney)

ACTION: AMENDMENT OF THE WHOLE BEARING SAME TITLE PRESENTED IN COMMITTEE. ADOPTED. RECOMMENDED.

11. File 97-89-14. [Animal Care and Control] Ordinance deleting Section 16.9 of Chapter 16, Article I of the San Francisco Administrative Code regarding designation of the Poundkeeper; amending Sections 41 through 41.5, 41.9, and 41.10 of Part II, Chapter V, article I of the San Francisco Municipal code (Health Code) to establish an Animal Care and Control Department under the jurisdiction of the Chief Administrative Officer, to add two members to the Commission of Animal Control and Welfare, and to increase and add fees and deposits; adding Section 10.169-6 of the San Francisco Administrative Code to establish a $2,000 cash revolving fund for the Animal Care and Control Department. (Chief Administrative Officer)

ACTION: CONTINUED TO MAY 17, 1989, MEETING, WITH PENDING AMENDMENT.

12. File 101-88-112. [Government Funding] Ordinance appropriating $1,100,000 Clean Water Program, for capital improvement project (Lake Merced Transport Design); rescinding $1,100,000 from 1976 Sewer Revenue Bond. (Controller) RO #8260

ACTION: RECOMMENDED.

13. File 101-88-75. [Government Funding] Ordinance appropriating $88,225, Superior Court, for other services. (Controller) RO #8198

(Cont'd from 4/26/89

ACTION: RECOMMENDED.

14. File 101-88-114. [Government Funding] Ordinance appropriating $1,400, County Clerk, for overtime; rescinding $1,400 from permanent salaries. (Controller) RO #8262

ACTION: RECOMMENDED.

15. File 51-89-1. Transmitting claims of employees, various departments for reimbursement for personal roperty damanged and/or stolen in the line of duty. (Various Department)

ACTION: MARTHA E. BECKER, MARLYS J. ERIKSEN, ANDREA YOUNG AND VINCENT H. PRUGH SEVERED. CONTINUED TO THE CALL OF THE CHAIR. (File 51-89-1.1)

(File 51-89-1) RESOLUTION PREPARED IN AND REPORTED OUT OF COMMITTEE. RECOMMENDED. ENTITLED: "Authorizing reimbursement for cost of personal property of City and County employees damaged/stolen in the line of duty."

SPECIAL ORDER - 3:45 P.M.

16. File 100-89-5. Review of mid-year status/service level reports. (Supervisor Walker)

(File cont'd from 4/26/89

Port
Airport
Public Utilities Commission

ACTION: REVIEW OF PORT, AIRPORT AND PUBLIC UTILITIES COMMISSION HELD; FILED.

CLOSED SESSION

17. File 48-89-2. [Settlement of Unlitigated Claim] Resolution approving the settlement of the unlitigated claim of Glenda Ortiz by the payment of $7,500. (City Attorney)

ACTION: RECOMMENDED.

OFF-CALENDAR

File 100-88-18. To consider release of reserved funds, Juvenile Court, in the amount of $150,000, for intake and shelter services to status offenders. (Supervisor Walker)

CALLED FROM THE FILE BY FINANCE COMMITTEE. TO APPEAR ON FINANCE COMMITTEE CALENDAR MAY 10, 1989.

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Public Library, Documents Dept.
ATTN: Gerry Roth

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST
1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

May 3, 1989

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TO: Finance Committee

FROM: Budget Analyst

SUBJECT: May 3, 1989 Finance Committee Meeting.

Item 1a - File 23-89-2

1. The proposed resolution would waive the statute of limitations pertaining to the payment of a City and County of San Francisco warrant. If approved, this resolution would authorize the Controller to replace the following warrant which was previously issued to Irene O'Neill, a San Francisco Community College District employee. The warrant had been misplaced until recently.

Fiscal Year Issued	Warrant No.	Amount	Purpose
1982-83	515-3732756	$185.42	Payment of Wages

2. The above warrant was issued through the Controller's Payroll Division. The Controller's Office has verified that funds are available and that the original warrant has been returned by the Community College District and cancelled by the Controller.

Recommendation

Approve the proposed resolution.

Memo to Finance Committee
May 3, 1989

Item 1b - File 23-89-3

1. The proposed resolution would waive the statute of limitations pertaining to the payment of City and County of San Francisco warrants. If approved, this resolution would authorize the Controller to replace the following five warrants which were previously issued to Margaret Shea, a former San Francisco Community College District employee. The warrants had been misplaced until recently.

Fiscal Year Issued	Warrant No.	Amount	Purpose
1984-85	515-469 7461	$5.96	Payment of Wages
1984-85	515-467 5591	239.55	Payment of Wages
1984-85	515-484 3273	314.48	Payment of Wages
1984-85	515-473 8756	164.98	Payment of Wages
1984-85	515-479 5659	239.73	Payment of Wages
	Total	$964.70	

2. The warrants listed above were issued through the Controller's Payroll Division. The Controller's Office has verified that funds are available and that the original warrants have been returned by the Community College District and cancelled by the Controller.

Recommendation

Approve the proposed resolution.

Item 1c - File 25-89-14

Department: San Francisco Fire Department

Proposed Action: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Computer Specialist Services (Electronic Firefighting Command and Control System).

Description: The Controller has determined that contracting for these computer specialist services in fiscal year 1989-90 would result in estimated savings as follows:

City Operated Service Costs	Lowest Salary Step	Highest Salary Step
Salaries	$34,372	$41,772
Fringe Benefits	10,330	11,615
Total	$44,702	$53,387
Contracted Service Cost	43,200	43,200
Estimated Savings	$1,502	$10,187

Comments:

1. Computer specialist services were first certified as required by Charter Section 8.300-1 in 1978 and have been provided by an outside contractor since 1972.

2. The current one-year contract, which expires June 30, 1989, is with Michael J. Taylor. The Contracted Service Cost used for the purpose of this analysis is an informal bid from the current contractor.

3. The Controller's supplemental questionnaire with the department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department Fire For Time Period 07-01-89 to 06-30-90

Contract Services Michael Taylor - Computer Data Manager

1) Who performed services prior to contracting out?

Services were not required prior to installation of Computer Assisted Dispatching System.

2) Number of City employees laid off as result of contracting out?

None

3) Explain disposition of employees if they were not laid off.

Services were never provided by City employees.

4) What percent of a City employee's time is spent on services to be contracted out?

None

5) How long have the services been contracted out?

1972

6) What was the first fiscal year for a Proposition J Certification?

1978

7) How will contract services meet the goals of your MBE/WBE Action Plan?

Contractor is neither an MBE nor a WBE.

Raymond Conner
Department Representative

Telephone: 861-8000 x 307

(#0321P)

Memo to Finance Committee
May 3, 1989

Item 1d - File 25-89-15

Department: Department of Public Health

Item: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-I (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Security guard services at Ward 93 (Methadone Maintenance Program) San Francisco General Hospital.

Description: The Controller has determined that contracting for these security guard services for the fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operated Service Costs		
Salaries and Fringe Benefits	$8,241	$9,831
Operating Expenses	211	211
Total	$8,452	$10,042
Contracted Service Cost	4,250	4,250
Estimated Savings	$4,202	$5,792

Comments: 1. Security guard services were first certified as required by Charter Section 8.300-1 in 1983 and have been provided by an outside contractor since 1977.

2. The current two-year contract, which expires June 30, 1990, is with Cal State Patrol. The Contracted Service Cost used for the purpose of this analysis represents the cost to extend the contract with Cal State Patrol.

3. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department Substance Abuse Services - SFGH For Time Period 1989-90

Contract Services Security Guard Service

1) Who performed services prior to contracting out?
These services have always been contracted out.

2) Number of City employees laid off as result of contracting out?
None

3) Explain disposition of employees if they were not laid off.
No City employees were ever hired for this service

4) What percent of a City employee's time is spent on services to be contracted out?
None

5) How long have the services been contracted out?
six years

6) What was the first fiscal year for a Proposition J Certification?
FY '83-'84

7) How will contract services meet the goals of your MBE/WBE Action Plan?
The vendor is a minority owned business

Mark H. Thomas
Department Representative

Telephone: (415) 821-8616

Item 1e - File 31-89-8

Department: Public Defender

Proposed Action: Resolution approving the immediate filling of a vacant position.

Position: 8182 Head Attorney

Retirement Date: June 15, 1989

Normal Refill Date: October 19, 1989

Proposed Refill Date: June 16, 1989

Funding Needed: 8.845 Pay Periods @ $3,108/Pay Period for Fiscal Year 1988-89 or a total of $27,490.26.

Proposed Funding Source: Permanent Salaries - Miscellaneous $27,490.26

Description: Section 10, Subsection 1 of the current Annual Appropriation Ordinance permits the immediate filling of a position left vacant due to death or retirement of an incumbent when a lump sum payment is made for accumulated vested sick leave and earned vacation. The immediate filling of a vacant position requires a request by the department's appointing officer, recommendation of the General Manager, Personnel, and the Mayor, and the approval by resolution of the Board of Supervisors.

Comments: 1. Mr. Gordon Armstrong, Head Attorney, will retire from the Public Defender's Office on June 15, 1989. Upon his retirement, Mr. Armstrong will receive a lump sum payment as follows:

	No. Days	Amount
Vested Sick Leave	49.5	$15,384.60
Vacation	38.95	12,105.66
Totals	88.45	$27,490.26

2. As the incumbent employee will be paid for 88.45 days of accumulated vested sick leave and vacation, the position, 8182 Head Attorney, cannot be refilled until October 19, 1989 unless this proposed resolution is approved by the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. Mr. Jeff Brown, Public Defender, advises that it is essential that the duties of this Head Attorney should be performed without interruption because this position is responsible (a) for the day-to-day oversight of the Public Defender's Investigation Unit, (b) for handling complex felony cases, (c) for training of attorneys and (d) for special projects.

4. According to Peter Keane, Chief Attorney, sufficient funds are available in the salary account from salary savings to cover the immediate replacement of the Head Attorney position. As of April 1, 1989, the Controller's Adjusted Schedule of Budgeted and Projected Expenditures (FAMIS Report No. 37) reports a salary savings of $44,613 which is more than needed to finance the lump sum payment of $27,490.26 to the intended retiree.

Recommendation: Approve the proposed resolution.

Item 2 - File 100-89-7

1. The proposed resolution would urge the Mayor to strengthen and expand locally funded children's programs using local, State, Federal and other funds over the next two years. The proposed resolution would also endorse the concept of developing an annual Children's Budget and a listing of all children's programs in the Mayor's budget.

2. In November, 1987 the Board of Supervisors and the Mayor adopted a ten-point Children's Agenda (File 371-87) that outlined broad policy directions for providing for the total needs of children in San Francisco. The ten-points were as follows:

1- Affordable Housing for Families
2- Plentiful Child Care Resources
3- Safe, Enriching Recreation
4- High-Quality Public Schools
5- Comprehensive Social Services
6- Accessible Health Care
7- State-of-the-Art Libraries
8- Effective Vocational Programs
9- A Rehabilitative Juvenile Justice System
10- Comprehensive Planning and Funding.

3. The proposed legislation would urge the Mayor to provide that local, State, Federal and other funds be specifically used to expand the following programs during the next two years:

- Latchkey Programs;
- Teen Recreation Programs;
- Health Outreach to the Schools;
- Mental Health Prevention and Outreach;
- Youth Employment;
- Community-Based Delinquency Prevention Programs;
- Youth-Oriented, Preventative, Proactive Police and Streetwork Programs;
- Residential and Counseling Programs for Troubled Adolescents;
- Child Abuse Prevention Programs; and
- Literacy Programs.

4. The proposed annual Children's Budget that would be developed is envisioned to be a coordinated, comprehensive package of proposals which would cut across City departmental lines. The goal of the Children's Budget would be to implement the Children's Agenda and address the most pressing needs of the City's children, youth and families. The proposed legislation also identifies the following four guidelines which are intended to be used by the Mayor in developing the proposed Children's Budget:

1- Preventing Problems Before They Occur or Before They Escalate;
2- Targeting the Highest Risk Populations and Highest Need Areas of the City;
3- Preventing Institutionalization Whenever Possible; and
4- Emphasizing Community-Based Outreach Strategies that are Culturally Specific.

In addition, the proposed legislation would urge the Mayor to present a separate listing of all children's programs that are contained in the City's annual budget that is submitted to the Board of Supervisors. According to the proposed legislation, the rationale for each of these programs would be included with this listing.

5. In February, 1989 Coleman Advocates for Children and Youth submitted a Children's Budget Proposal to the Mayor and the Board of Supervisors. It contained recommendations for 30 additional programs for children, located within seven different City departments. The major programs proposed in the Children's Budget include:

- After School, Latchkey and Teen Recreation Programs;
- Work Experience Program for Youth;
- Health and Mental Health Outreach Workers in the Schools;
- City-Wide Teen Services Unit for High-Risk Youth;
- In-Home Services to Families Disabled by Drug Abuse;
- Group Homes for Street Youth and Drug-Addicted Pregnant Girls;
- Youth-Oriented Police Services and City-Wide Streetwork Program;
- Community-Based Rehabilitation Programs for Delinquent Youth;
- City-Wide Office for Children to Improve City Policies and Planning for Children, Youth and Families.

The total cost of the Children's Budget programs, as estimated by Coleman Advocates, is $7.6 million. However, according to Margaret Brodkin, Executive Director of Coleman Advocates, the Children's Budget also proposed existing resources that could be reallocated to enable implementation of the proposed recommendations, without any significant increases in total City costs. The following identifies these key proposals in the Children's Budget:

- Transferring funds used for ten gardeners to funds for ten recreation workers in the Recreation and Parks Department;
- Redeploying 25 Police Officers to youth-related activities, such as school cars, park patrols, juvenile diversion program, Wilderness Program, PAL and gang task force;
- Reallocating $350,000 now used for the Mayor's Criminal Justice Council staff to direct services for high-risk teens;
- Redeploying health and mental health staff from hospitals and clinics to schools;
- Redeploying Senior Escort staff to street patrol for Tenderloin children;

- Reallocating $70,000 from the lowest-circulation branch Library, now circulating 4,000 books to children, to a city-wide bookmobile for children, which would circulate 20,000 books;
- Transferring responsibility for Log Cabin Ranch to a private non-profit, saving $1.5 million in General Funds to be reallocated for rehabilitation programs for high-risk youths;
- Reallocating $150,000 from Juvenile Hall funds to a Home Supervision program for youth.

Comments:

1. The proposed resolution does not identify the year that the proposed resolution would take effect. According to Ms. Brodkin, Coleman Advocates had desired that the proposed resolution would become effective with the Mayor's fiscal year 1989-90 budget.

2. According to Ms. Carol Wilkins, Deputy Mayor for Finance, the Mayor's Office has reviewed all of the proposals included in the Coleman Advocates' Children's Budget Proposal. Ms. Wilkins reports that the Mayor's Office is actively seeking Federal, State and private foundation grants and funds that can be used to fund these children and youth activities and services as well as the redeployment of existing funds for these purposes. As part of the 1989-90 budget, the Mayor's Office will also attempt to identify children's programs and the rationale for these programs.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Memo to Finance Committee
May 3, 1989

Item 3 - File 101-87-13.5

Department: Fire Department

Item: Release of reserved funds

Amount: $419,000

Proposed Expenditures: Twenty Sixth Street high pressure water system pipeline extension construction.

Source of Funds: 1986 Fire Protection Bond Funds (Proposition A)

Description: The Board of Supervisors reserved $29,364,300 in Fire Protection Bond (Proposition A) monies in September, 1987, (File 101-87-13) pending submission of more detailed high pressure water system cost estimates. The Fire Department is now requesting the release of $419,000 for the following project:

Construction	
Installation of 8 hydrants and 11 valves and approximately 2,000 feet of high pressure water system pipeline.	$344,730
Contingency (10%)	34,473
Construction Management by Department of Public Works	39,797
Total Estimated Cost	$419,000

Comments:

1. The Department of Public Works issued bid packages to prospective bidders and received six bids. A joint venture consisting of two firms including, (1) Ranger Pipelines, Inc. and (2) A. Ruiz Construction was selected as the lowest bidder.

2. The Human Rights Commission has approved the Joint Venture of Ranger Pipelines Inc. and Ruiz Construction as a Minority Business Enterprise (MBE) and as a Local Business Enterprise (LBE). The six bids received are as follows:

	Preference Requested	Total Bid
Ranger Pipelines, Inc. & A. Ruiz Construction, a Joint Venture	MBE,LBE	$344,730*
W.J. Gaffney, Inc.	LBE	462,843
E. Mitchell, Inc.	LBE	485,300
Interlane General Engineering, Inc./P & J Utility Co., a Joint Venture	MBE,LBE	499,088
Stacy & Witbeck, Inc.	LBE	585,000
Homer J. Olsen, Inc.	LBE	674,000

*Low Bidder

2. Construction is expected to be completed within 120 days from the date of award of the contract.

Recommendation: Approve the release of reserved funds in the amount of $419,000.

Item 4 - File 101-88-101

Note: This item was tabled at the April 19,1989 Finance Committee meeting because the Police Department reported to the Finance Committee that only Catholic parochial schools had been contacted to participate in the proposed Drug Education Program. On April 25, 1989 the proposed supplemental appropriation ordinance was called from the table by the Finance Committee.

Department:	Police
Item:	Supplemental Appropriation Ordinance
Amount:	$169,148
Source of Funds:	Narcotics Forfeiture and Asset Seizure Fund
Purpose:	Extend a Drug Education Program, presently provided to public school children in the third, fourth and fifth grades, to reach the City's religious and non-religious private school children in grades one through five.
Description:	1. The Police Department's Narcotics Forfeiture and Asset Seizure Fund was established by the City in order to receive money or proceeds from any tangible property seized by City law enforcement agencies during arrests for the sale of narcotics. The monies obtained are to be used for law enforcement-related purposes only. 2. Currently, there are six full-time Police Officers and three part-time Police Officers assigned to the Police Department's Drug Education Unit. This unit receives $36,000 of Narcotics Forfeiture and Asset Seizure Fund monies and $36,000 from a State Office of Criminal Justice Planning (OCJP) grant to fund the current fiscal year 1988-89 program, for a total budget of $72,000. The current substance abuse prevention program provides on-site instruction to every third, fourth and fifth grade public school class in the City.

3. The proposed $169,148 supplemental appropriation would expand the substance abuse prevention program currently provided in the City's public elementary schools to religious and non-religious private elementary schools. According to the Police Department, the proposed program would target 40 religious and non-religious private schools throughout the City. An additional five part-time Police Officers are proposed to participate in this program.

4. The proposed nine-month budget for the program is as follows:

Technical Supplies		
40 2nd Grade Kits @ $525/Kit	$21,000	
40 3rd Grade Kits @ $585/Kit	23,400	
40 4th Grade Kits @ $995/Kit	39,800	
40 5th Grade Kits @ $1,095/Kit	43,800	
Subtotal		$128,000
280 Lesson Curriculum Guides @ $25/Guide		7,000
Transportation and Taxes		2,670
Subtotal		$137,670
Office Equipment		
3 Film Projectors @ $600/Projector		$1,800
Overtime - Uniform Officers		
Five Part-time Officers @ 6 hours/week for nine months		$29,678
Total		$169,148

5. Forty kits will be purchased for each grade level to enable each of the 40 participating religious and non-religious private schools to have one kit for each grade level. The kits, which include teacher guides, separate lesson plans for each grade level, video tapes, posters, books, filmstrips, hand puppets, charts, costumes, reference and other materials will be purchased from Comprehensive Health Foundation (CHEF), based in Seattle,Washington.

Comments:

1. Captain James Arnold of the Police Department reports that on April 20, 1989 letters were sent to 97 different religious and non-religious private schools throughout the City. The Police Department identified these schools from a list that was provided by Mr. Cortines' Office of the San Francisco Unified School District. The Police Department's letter requested that those schools which were interested in participating in the City's Drug Education Program should contact the Police Department directly.

2. Sergeant DelTorre reports that, as of April 27, 1989, a total of five schools had contacted the Police Department. Of these five schools, two schools were definitely interested in participating in the proposed Drug Education Program. The remaining three schools, although interested, were not able to commit their immediate participation in the program.

3. According to Captain Arnold, because of the limited amount of funds available, a selection process will be used to determine which religious and non-religious private schools will participate in this next year's Drug Education Program. The proposed selection criteria would be those schools identified as "high-risk", according to geographic area, demographic conditions, and ethnic mix of the student population, together with the receptivity of the individual schools to participate in the Program.

4. The Police Department reports that because of delays, the proposed program would not be able to begin in September of 1989, as initially anticipated. The Police Department now estimates that the Drug Education Program could begin during the Spring of 1990. Assuming the projected nine month Program period, if the proposed Drug Education Program begins in the Spring of 1990, it would continue through the Winter of 1990-91, excluding the three Summer months when the schools are not in session.

5. The Police Department has not requested sufficient funds to purchase kits for first graders. As a result, the proposed program will only serve second through fifth grade students in the religious and non-religious private schools during the upcoming year.

6. The proposed program will pay overtime to Police Officers that participate in this program. Police Officers on overtime are paid time and a half. In response to the Budget Analyst's inquiries, the Police Department reports that regular duty Police Officers cannot be used for this program because of the current shortage of regular duty Police Officers and that light duty Police Officers cannot be used for this program because the Police Officers that are going into the schools for the Drug Education Program must be in full uniform, and therefore available to respond to any calls for assistance during the time the Police Officer is in the field. The Department reports that light duty Police Officers may not be able to physically respond to these calls for assistance.

7. According to Sergeant Tom Del Torre, of the Police Department's Drug Education Unit, there is estimated to be an ongoing cost of approximately $35,000 per year for Police Officer overtime pay to continue this program. The Police Department also reports that they are currently applying for another grant from the State OCJP that could be used to offset some future year expenses. However, according to the MOU between the parochial schools and the Police Department, within three years, the Police Department is supposed to train the classroom teachers to be self-sufficient in presenting the drug prevention curriculum and materials. If this occurs, the ongoing Drug Education Program costs to parochial elementary schools should significantly decrease after three years. However, it should be noted that the MOU between the Police Department and the public schools does not contain a similar self-sufficiency clause, such that the public schools could eventually assume the primary responsibility for the Drug Education Program.

8. Sergeant Del Torre reports that currently there is a written evaluation completed by individual classroom teachers at the conclusion of each Drug Education Program to evaluate the presentation and materials provided and this report is provided to the Police Department. However, there is no evaluation conducted to assess the impact of these programs on the students. The Police Department reports that such evaluations require a significant amount of time and are difficult to conduct.

9. As of April 25, 1989, the Police Department reports that the Narcotics Forfeiture and Asset Seizure Fund had an unencumbered fund balance of $1,301,416. If the proposed $169,148 Drug Education Program for the City's private schools is approved, it would reduce the Narcotics Forfeiture and Asset Seizure Fund balance to $1,132,268.

Recommendations:

1. Approval to extend the Drug Education Program to private religious and non-religious schools for students in grades two through five, while this Program is presently provided to public school children in grades three through five, is a policy matter for the Board of Supervisors.

2. Request that the Police Department amend the MOU with the public schools to include a provision that the Police Department will train the teachers, such that after a limited period of time, the public schools and the classroom teachers would be responsible for presenting the drug education curriculum and materials. Such an MOU with the public schools would be consistent with the existing MOU with the private schools.

3. Request that the Police Department include an evaluation component in the Drug Education Program to assess the impact of both the public and religious and non-religious private school Program on the students.

Item 5 - File 100-88-97.1

Note: This item was continued by the Finance Committee at its meeting of April 19, 1989.

Department: Water Department

Item: Hearing to consider data from the Water Department on the amount of water and related costs needed to maintain an adequate water supply for San Francisco.

Comments:

1. Mr. Arthur R. Jensen, Deputy General Manager of the Water Department, informed the Budget Analyst on April 28, 1989, that the Water Department plans to advise the Finance Committee that the status of the City's water supply will not be finalized until May 3, 1989, the day of the actual Finance Committee hearing. According to Mr. Jensen, the status of the water supply changes daily, and, in order to provide the Finance Committee with the most current data possible, the presentation of the Water Department will be updated just prior to the scheduled meeting of the Finance Committee (see Attachment).

2. The need to purchase water would be a factor in any pending discussion to raise water rates. The need to purchase additional water will be discussed by the Water Department at the Public Utilities Commission's May 9, 1989 Rate Hearing. The previously appropriated $3 million, with a $500,000 reserve, to purchase additional water for San Francisco, will be reviewed by the Budget Analyst in our analysis concerning any proposed changes to the City's water rates.

3. If the Public Utilities Commission (PUC) decides to change the existing water rates, as the result of the May 9th PUC Rate Hearing, the matter of water rates will forwarded to the Board of Supervisors as a separate legislative matter in accordance with the required legislative process for adopting proposed changes in water rates.

Attachment

City and County of San Francisco

Public Utilities Commission
San Francisco Water Department

MEMORANDUM

DATE: April 28, 1989

TO: Harvey Rose
Budget Analyst

FROM: Arthur R. Jensen
Deputy General Manager

SUBJ: Briefing Before the Board of Supervisors Finance Committee on Water Supply Status, May 3, 1989

In response to your request for information to be presented to the Finance Committee this coming Wednesday, May 3, 1989, the following report is offered, as discussed by telephone this morning:

1. The status of the water supply changes daily, and will be updated immediately prior to Wednesday's presentation so that the Committee receives the most current date possible. As of this time, the amount of divertable runoff received has not yet reached our original goal, and we continue to review water availability relative to our assessment of needs.

2. The inter-relationship between the cost of purchased water, if any purchase is made, and water rates will be reflected in the Water Department's public information packet for the Public Utilities Commission's May 9, 1989 Rate Hearing. Information to go into that packet is being finalized, and the packets will be available Monday, May 1, 1989. I will arrange for a copy to be mailed directly to your office. The matter of water rates will, of course, be heard by the Board as a separate legislative matter in accordance with the required legislative process for adopting changes in water rates.

Please contact me if I can be of further assistance.

ARJ/lv

cc: J. Cooney
A. Moran
D. Coffey
E. Harrington
C. Morioka

0365L-11

Item 6 - File 12-89-4

Note: This item was continued at the April 26,1989 Finance Committee to enable the Committee to inquire as to the State Board of Equalization's position on the proposed legislation and to invite members of the State Board of Equalization to provide testimony at the May 3, 1989 Finance Committee meeting.

1. The proposed resolution would support SB 437, relating to the method by which the State Board of Equalization prepares and discloses assessments of State-assessed property, and SB 438, relating to conflicts of interest for members of the State Board of Equalization, and would urge the Mayor to urge the State Legislature to pass SB 437 and SB 438.

2. SB 437 and SB 438 are part of a package of bills introduced by Senator Kopp which would reform the State Board of Equalization and State Franchise Tax Board in the short-term and abolish these two agencies to be substituted by a newly created California Tax Court and a newly created Department of Revenue.

3. SB 437 would create a statute requiring the Board of Equalization (BOE) to disclose the method used to value state-assessed property, such as a public utility, and the basis for any deviations from staff recommendations. SB 437 would also enable counties in which utility property is located to petition the BOE for a reassessment. Specifically, the bill contains the following provisions:

- Requires BOE to prepare and keep records disclosing the method of valuation used to assess each property.

- Requires records to include the basis for any deviations from BOE staff recommendations.

- Provides that records shall be open to public inspection.

- Requires BOE to send notices stating the amount of assessed value to assessors of each county in which the assessee's unitary property is located (unitary property is property that is located across county jurisdictions, such as utility property and railroads, and is assessed by the State).

- Extends current law with regard to petition for reassessment to include each county in which the assessee's unitary property is situated.

4. SB 438 would prohibit members of the Board of Equalization from participating in any tax decision involving a campaign contributor who gave them $250 or more in the previous year. Specifically, SB 438 includes the following provisions:

- Requires disclosure of contribution(s) from parties in proceedings before the Board when contribution(s) total an aggregate amount of $250 or more within the preceding 12 months.

- Prohibits Board member from participating in proceedings when the member has received contribution(s) from parties totaling an aggregate amount of $250 or more within the preceding 12 months.

- Provides that violations shall be a misdemeanor.

- Prohibits a person convicted of the above misdemeanor from being a candidate for any elective office or acting as a lobbyist for four years.

Recommendation

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 7 - File 97-89-15

1. The proposed ordinance would amend Section 10.117-82 of the City's Administrative Code to establish a Golden Gate Pavilion Special Fund to accept and expend monies received to restore and maintain the Golden Gate Pavilion.

2. The Golden Gate Pavilion is a unique Chinese style gazebo structure that was presented as a gift to the City of San Francisco by the Taipei Sister City Committee approximately ten years ago. The Golden Gate Pavilion is currently located in Stow Lake at the foot of Huntington Falls on Strawberry Hill in Golden Gate Park.

3. According to Mary Burns of the Recreation and Park Department, although the Golden Gate Pavilion's basic structure is sound, the roof and the general physical condition of the Pavilion need immediate repairs. Ms. Burns reports that the Spanish style roof tiles were not properly attached initially and are now coming loose and falling off of the Pavilion. As a result, for safety purposes, the Recreation and Park Department has installed a chain link fence around the Pavilion, preventing access to the structure. In addition, the Pavilion's medallions, pillars, seats and table need remedial repair work.

4. The Recreation and Park Department has received three bids for the repairs to the Pavilion's roof. The lowest construction bid price for installing the new roof tiles was $18,500. The new roof tiles for the Pavilion have been fabricated in Taiwan and donated by the Taipei Sister City Committee. The Department reports that they have now received the new roof tiles. In terms of the other repairs to the Pavilion, due to the uniqueness of the facility and the highly specialized repair work that would be required, the Recreation and Park Department has requested that the Arts Commission review the Pavilion's needs and develop estimates of the costs to complete the necessary repairs. To date, the Recreation and Parks Department has not received the Arts Commission's estimates for the additional work. Once the repairs to the Pavilion are completed, the annual maintenance costs for the Golden Gate Pavilion are projected to be nominal.

5. The proposed Golden Gate Pavilion Special Fund would be established in order to accept donations, grants, gifts and bequests from private sources which would be used exclusively for the restoration and ongoing maintenance of the Pavilion and the Park area immediately surrounding the Pavilion. All interest earnings from the Golden Gate Pavilion Special Fund would be included as part of the Pavilion Special Fund. Any balance of funds that remains in the Golden Gate Pavilion Special Fund at the close of any fiscal year would be carried forward and remain in the Special Fund for the next fiscal year.

Comments

1. According to Mr. Dave Fong of the Controller's Office, creation of this Golden Gate Pavilion Special Fund will enable the City to receive private contributions for the restoration and maintenance of the Golden Gate Pavilion without additional gift or grant receipt legislation required to come before the Mayor and the Board of Supervisors in order to receive specific amounts of funds. Under the proposed legislation, in order to expend any monies from this Special Fund, approval of any supplemental appropriation requests would be required by the Mayor and the Board of Supervisors, after certification by the Controller's Office that sufficient funds are available.

2. If sufficient funds are received from private contributions to the Golden Gate Pavilion Special Fund to complete the restoration and maintenance of the Pavilion, General Fund monies would not be required to fund these repairs and maintenance costs. In any event, General Fund revenues could not be used for these purposes unless such funds were appropriated by the Mayor and the Board of Supervisors. According to Ms. Burns, approximately $35,000 is estimated to be contributed to the proposed Golden Gate Pavilion Special Fund by the Taipei Sister City Committee.

3. The proposed ordinance does not identify the City agency that would be responsible for administering the proposed Golden Gate Pavilion Special Fund. As the Recreation and Park Department is currently responsible for the Golden Gate Pavilion, which is located in Golden Gate Park, the Recreation and Park Department should be designated as the City Department responsible for administering the proposed Golden Gate Pavilion Special Fund.

Recommendations

1. Amend the proposed ordinance to designate the Recreation and Park Department as the City agency that would be responsible for administering the Golden Gate Pavilion Special Fund.

2. Approve the ordinance, as amended.

Item 8 - File 101-87-95.1

Department: Commission on Aging (COA)

Item: Release of previously approved Senior Citizens Program Fund (Parking Tax) reserved monies for Community Services. The funds were reserved pending the identification of a new service provider(s).

Amount: $49,744

Source of Funds: Parking Tax - Senior Citizens Program Fund

Description: 1. On June 6, 1988, the Board of Supervisors approved COA's Senior Citizens Program Funds for senior services contracts for FY 1988-89 (File 101-87-95) and placed $49,744 of these funds for Community Services on reserve pending the identification by COA of a new service provider or providers. In the COA 1988-89 Senior Citizens Program budget, COA had included $49,744 for the YWCA to continue an existing Community Services contract, and learned subsequently that the YWCA was no longer interested in contracting with the City to provide these services. To replace the YWCA Community Services contract, the COA has recently approved funding for Health and Safety Equipment Replacement and Supplemental Corrective Funding to existing 1988-89 contractors, as follows:

Family Service Agency	$2,599
Funds to cover, on a one-time only basis, California Department of Aging grant revenues which were anticipated but unrealized to fund the Ombudsman Program which oversees skilled nursing facilities and residential board and care facilities.	
Filipino American Council	3,630
An increase of the original grant award on an ongoing basis to fund increased costs of providing catered meals.	

Meals on Wheels 40,542

A total of $15,542 on a one-time only basis for insulated home delivery meal carriers, and a $25,000 augmentation to the existing grant on an ongoing basis to fund decreased revenues in voluntary senior meals donations received from the persons receiving the home-delivered meals.

Pacific Presbyterian Medical Center (PPMC) -30th Street Senior Services $68

Funds on a one-time only basis to replace flatware.

Self Help for the Elderly 2,905

An augmentation to the original grant award on an ongoing basis to fund increased costs related to the site relocation of the Manilatown Senior Center.

Total $49,744

2. The proposed redistribution of the reserved funds would provide increased funding for these agencies as follows:

	Existing 1988-89 Funding	Proposed Increase	Total 1988-89 Funding
Family Services Agency	$154,708	$2,599	$157,307
Filipino American Council	99,504	3,630	103,134
Meals on Wheels	706,985	40,542	747,527
PPMC-30th St. Senior Services	849,172	68	849,240
Self Help for the Elderly	805,555	2,905	808,460
Total	$2,615,924	$49,744	$2,665,668

Recommendation: Approve the proposed release of $49,744 in reserved funds.

Item 9 - File 100-88-19

Note: This item was continued at the March 29, 1989 Finance Committee meeting in order to obtain more detailed cost information.

Department: Sheriff's Department

Item: Request to release a reserve

Amount: $135,000

Source of Funds: General Fund monies appropriated in the Sheriff's Department 1987-88 budget but placed on reserve.

Description: The Sheriff's Department is requesting a release of a reserve in the amount of $135,000 for the Art Enrichment Program of the San Bruno Jail Expansion Project. Section 3.13 of the Administrative Code provides that an amount not to exceed 2% of the gross estimated construction costs of a City facility be included in the project budget for purposes of providing quality visual art in the facility.

The Sheriff's Department proposed budget for the San Bruno Jail Expansion Project is as follows:

Contract Construction Cost	$7,818,673
Design and Project Management	834,682
DPW Administration	297,395
Art Enrichment Program (subject of this request)	135,000
City of San Bruno	31,650 *
Total Estimated Costs	$9,117,400

The Board of Supervisors has previously approved funding in the amount of $9,117,400 for the San Bruno Jail Expansion Project as follows:

* Of the $31,650 earmarked for the City of San Bruno, $31,000 will be used to provide security fences around the expanded jail facility and fences to close off a secondary access road to the facility as requested by the San Bruno Police and Fire Departments respectively. The remaining $650 will be used to replace a drain cover.

U. S. Marshall Service Federal Funds	$2,117,400
1984 State Jail Bond Funds	1,000,000
Local Funds (General Funds)	6,000,000
Total Available Resources	$9,117,400

Construction on the Jail Expansion Project began January 25, 1988. The Sheriff's Department reports that construction of the project should be completed by June of 1989.

The $135,000 for the Art Enrichment Program for the San Bruno Jail Expansion Project was held on reserve by the Board of Supervisors pending the submission, in writing, by the Art Commission, of more detailed cost estimates and justifications for the $135,000 Art Enrichment Program budget requested for this project.

The project selected by the Art Commission for the Art Enrichment Program involves the renovation of an existing greenhouse and lath house (a wooden entry area to the greenhouse) on the grounds of the San Bruno Jail. An artist from the San Francisco Exploratorium has been commissioned to do the work.

Ms. Regina Almaguer, the Art Commission's Curator of Art in Public Places, advises that due to the scope of the project, the actual contract for the project will be between the Art Commission and the San Francisco Exploratorium. The artist who has been commissioned to do the work will be allowed access to the Exploratorium's workshop facilities and equipment and may be provided assistance in the fabrication (artistic construction) aspect of the project by other artists-in-residence at the Exploratorium.

The greenhouse and lath house, which according to the Sheriff's Department, are in serious disrepair, have been used by the Sheriff's Department as part of the Department's educational/job skills training program. Through this program, and in direct relation to the use of the greenhouse, inmates are taught various job skills, including landscaping and horticulture.

The artist who has been commissioned to renovate the greenhouse and lath house is proposing to restore them to more useful and functional facilities and, in addition, to incorporate several unique artistic design features in order to create aesthetically beautiful structures. These design features include the use of dichroic glass in place of regular glass on the roof of the greenhouse. Dichroic glass emits certain colors which are then cast on the wall and floor surfaces and, in addition, reflects other colors and disburses them in unusual patterns and intensities. The artist's plans for renovation also include the restoration of a well, located in the greenhouse which is currently not functionable.

Ms. Almaguer reports that part of the inmate training program is supported by private donations. Ms. Almaguer anticipates that by increasing the functions, beauty and productiveness of the greenhouse and lath house, private support of the program should be enhanced.

The proposed project budget, as provided by the staff of the Art Commission, for the Art Enrichment Program is as follows:

Construction Costs for Renovation of Greenhouse and Lath House

Site survey, calculations of existing foundation condition, blueprint production	$5,000
Purchase of materials for greenhouse and lath house renovation	30,000
Disassembling of existing greenhouse and lath house; removal of site debris; trench construction; providing of new concrete footings for new vertical and horizontal redwood beam support system for greenhouse and lath house	22,852
Construction of greenhouse and lath (labor costs and equipment rental)	30,000
Dichroic Glass (130 sq.ft. @ $60 per sq.ft., plus $200 delivery)	8,000
Subtotal - Construction Costs	$95,852

Restoration of Well	
Restoration of plumbing system and fabrication and installation of bucket and pulley mechanism	2,000
Seating and Planting Benches	
Construction of four redwood benches	1,750
Artists Fees for Research Design, Management and Fabrication of the Project	15,498
Art Commission Administrative Overhead (5% of total project costs)	6,700
Payment of Bond Fees (Required by the State to ensure that vendors and/or subcontractors are paid	5,000
Insurance	2,500
Contingency (approximately 4% of total project costs)	5,700
Total Project Budget	$135,000

Recommendation: Approve the proposed release of $135,000 in reserved funds.

Item 10 - File 186-89-8

1. The proposed resolution would authorize the Controller and Director of Public Health to enter into a loan agreement with the California Health Facilities Financing Authority (CHFFA), a State agency formed to administer the program. The CHFFA has made tax-exempt bond funds available to qualified public health care institutions which are in need of working capital financing. These loan funds would be available on a floating (variable) interest rate basis for a period of 14 months.

2. Based on the method of calculating the loan amount, the Controller and the Executive Administrator of the San Francisco General Hospital (SFGH) estimate that the City can borrow $78,616,978, an amount equal to the City's General Fund subsidy to the SFGH plus allowable working capital. Payment terms require monthly interest only payments by the City and repayment of principal at maturity, 14 months following the closing of the loan agreement. The loan amount would be repaid with General Fund monies. The floating interest rate is reset weekly when the rate on the bonds is reset by the remarketing agent. Bond rates are reset by determining the rates on comparable bond issues in the marketplace. According to the loan program description, the interest rate on the bonds, and thus the loans, is usually low because the Trustee (First Interstate Bank of California) backs the bonds with an irrevocable letter of credit issued by the Trustee.

3. The full amount of funds the City is able to borrow from CHFFA ($78.6 million) may not be available. However, the Controller conservatively estimates that the City will realize a net financial benefit from borrowing these funds of approximately $2.0 million for a fourteen month period based on the expectation that the City will realize interest income at least two percent above the borrowing costs of the CHFFA loan.

Comments

1. The primary benefit of this transaction is to make more General Fund monies available to earn interest income in excess of the borrowing costs of the CHFFA funds. The amount of the benefit will be dependent on market conditions and loan interest rates at the time the loan agreement is executed. The Controller may choose not to execute the loan agreement if it appears to be of no benefit to the General Fund.

2. This is the second time authorization has been requested to borrow State CHFFA funds for SFGH. During the current, 1988-89 fiscal year, the Controller was authorized by the Board of Supervisors, in November 1988, to borrow $64.8 million in CHFFA funds. The General Fund is expected to realize over $2.0 million in additional interest income for the fourteen month period for which the $64.8 million borrowed funds are available.

Recommendation

Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 11 - File 97-89-14

Department: Chief Administrative Officer

Item: Ordinance amending the City's Municipal Code (Administrative Code) by deleting Section 16.9 of Chapter 16, Article I, regarding designation of the Poundkeeper. Amending Sections of the San Francisco Municipal Code (Health Code) to: (1) establish an Animal Care and Control Department under the jurisdiction of the Chief Administrative Officer; (2) add two members to the Commission of Animal Control and Welfare; and (3) increase and add fees and deposits. Amending Section 10.169-6 of the San Francisco Administrative Code to establish a $2,000 Cash Revolving Fund for the Animal Care and Control Department.

Description: 1. The proposed legislation would provide the necessary administrative guidelines and regulations pertaining to the new City-operated Animal Care and Control Program. In general, the proposed ordinance would amend the San Francisco Municipal Code (Health Code and Administrative Code) to: (a) create an Animal Care and Control Department under the Chief Administrative Officer; (b) permit the new Department to conduct business and collect fees; and (c) update the legislation to reflect current animal control procedures.

2. Specifically, Sections 41 through 41.5 of Part II Chapter V, Article I of the San Francisco Municipal Code (Health Code) would:

(1) Authorize the establishment of the Animal Care and Control Department under the Chief Administrative Officer.

(2) Permit the Chief Administrative Officer to appoint an Animal Control Officer to serve as the Director of the Animal Care and Control Department and define the duties of said Officer.

(3) Provide that the Animal Care and Control Department will have the following functions: (a) to operate an animal shelter; (b) to provide nourishment and medical care for animals in its care; (c) to enforce any ordinances and laws that pertain to the care and control of animals; (d) to charge and collect fees, fines and deposits as required by any ordinances and laws that pertain to the care and control of animals; and (e) to carry out the duties and functions of the Animal Control Officer as defined in any ordinances and laws pertaining to the care and control of animals.

(4) Increase the representation on the Animal Control and Welfare Commission by two members from nine members to eleven members. One of the two new members would be a public member at-large. The other new member would be the Director of the Animal Care and Control Department. Permit the Commission to make recommendations directly to the Chief Administrative Officer.

3. Section 41.9 of Part II, Chapter V, Article I of the San Francisco Municipal Code (Health Code) would provide for the sale of animals which have been impounded or taken into custody by the Animal Control Officer as follows:

Fees for Sale of Animals:	
Each dog	$ 3.00
Each cat	$ 3.00
Each hoofed animal	$25.00
Each rabbit, bird or other small animal	$ 3.00

Section 4.10 of Part II, Chapter V, Article I of the San Francisco Municipal Code (Health Code) would establish the following fee schedule for the Animal Care and Control Department:

(1) Owner Redemption Fees:	
Each dog	$15.00
Each cat	$10.00
Each hoofed animal	$25.00
Each rabbit, bird or other small animal	$ 5.00

(2) Owner Surrender Fee:

Each animal not in a litter of four months or younger	$20.00
Each litter of animals four months or younger	$20.00

In the event that the Animal Control Officer determines that payment of the redemption or surrender fees would cause extreme financial hardship to an owner, the Animal Control Officer may waive said fees. This waiver does not apply to fees for the sale of animals.

(3) Voluntary Lifetime Cat Registration Fee:	$ 5.00

(4) Spay/Neuter Deposit Fee:

Each dog	$20.00
Each cat	$20.00

(5) Rates Per Day for the Provision of Food and Animal Care:

Each dog	$ 2.00
Each cat	$ 2.00
Each hoofed animal	$ 5.00
Each rabbit, bird or other small animal	$2.00

4. All of the proposed fees are at the same level as those currently charged by the San Francisco Society for the Prevention of Cruelty to Animals (SPCA) with the exception of the following: the Redemption Fee for cats was increased from eight to ten dollars and for other small animals from one to five dollars; rates per day for the provision of food and animal care were increased from one dollar and fifty cents to two dollars for cats and for other small animals from one dollar to two dollars. According to Mr. Carl Friedman, Director of the Animal Care and Control Program, these increases in fees better reflect the actual cost of care given to the animals in these categories. For extraordinary care or expense provided for an animal, an additional fee consisting of the actual expense incurred would also be charged.

5. Mr. Fred Weiner of the Office of the Chief Administrative Officer reports that an estimated total amount of $138,000 in fees will be collected annually. A balance of approximately $1.5 million will be required in General Fund monies to fund the Animal Care and Control Department's total annual operating budget of approximately $1.6 million. Such funds would be included in the Department's 1989-90 budget request. As previously reported, the current contract with the SPCA for FY 1988-89 is $1,790,000. Assuming an increase of ten percent for fiscal year 1989-90 (less than the average of the last five years) the contract cost with the SPCA would have been $1,969,000.

6. Section 5, Chapter 10, Article XV of the San Francisco Administrative Code would be amended to add Section 10.169-6 which would establish a Cash Revolving Fund for the Animal Care and Control Department in the amount of $2,000. This fund would be used for emergency repairs, purchase of specialty food and pet supplies and a petty cash fund. The $2,000 for this Cash Revolving Fund would be included in the Department's 1989-90 budget request.

Comment: Mr. Friedman, advises that the Animal Control and Welfare Commission has requested additional time to review and comment on the proposed legislation which is the subject of this report. Therefore, Mr. Friedman has requested that this item be continued until May 17, 1989.

Recommendation: Continue the proposed ordinance until May 17, 1989 as requested by Mr. Friedman.

Item 12 - File 101-88-112

Department: Department of Public Works (DPW), Clean Water Program (CWP)

Item: Supplemental Appropriation Ordinance

Amount: $1,100,000

Source of Funds: 1976 Sewer Revenue Bond Surplus and State Water Resources Control Board Reimbursement

Project: Lake Merced Transport Project Plans and Specifications

Description: The Lake Merced Transport (LMT) Project is one of the key elements to the City's long-range Master Plan, as originally approved by the Board of Supervisors in January of 1975, to construct the necessary facilities to control the continued sewer overflows from the City sewerage system.

Currently the drainage from the Lake Merced area is handled through the Lake Merced Pump Station which pumps dry-weather flow into the existing sewer system near the Zoo and then north through existing sewers to the Richmond-Sunset Water Pollution Control Plant for treatment. During the rainy season there are occasions when the combined sewer system capacity is exceeded resulting in overflows, an average of 56 times a year across the beach below Fort Funston. This is in violation of the overflow requirements of the San Francisco Bay Regional Water Quality Control Board (RWQCB). The RWQCB has ordered the City to design and construct an underground transport facility in order to assure a reduction of such overflows from an average of 56 to an average of 8 times a year.

The LMT Project is a 13.5 foot diameter gravity tunnel, about 8,600 feet in length with a storage capacity of 9.5 million gallons. The LMT Project would be constructed entirely underground by conventional soft ground tunneling methods. The tunnel would transport drainage and sewage beginning at the Sloat Boulevard and Great Highway parking lot, proceeding under the Great Highway Extension, Skyline Boulevard and John Muir Drive to the existing Lake Merced Pump Station (see attached map). Upon completion of the transport tunnel, the Lake Merced Pump Station would be removed.

The proposed request would fund the preparation of the LMT Project plans and specifications as follows:

Department of Public Works - Project design and preparation of plans and specifications

Clean Water Program	$319,542	
Bureau of Engineering	152,389	
Subtotal		$471,931
Tunnel Design		
Parsons, Brinckerhoff, Quade and Douglas, Inc. (PBQD)		350,000
Hydrauliclic Modelling		
Hydro Consult		70,000
Other Contractual Services		
Management of Sub-Contractors		
Deleuw Cather & Co.	$15,000	
Value Engineering		
Greeley and Hensen	100,000	
Independent Cost Estimator		
To be selected	25,000	
Miscellaneous Responsibilities		
Human Resource Corp. (MBE)	30,000	
Design Scheduler		
Don Todd Assoc. (MBE)	25,000	
Sub-Total		$195,000
Total Plans and Specifications		$1,086,931

The Clean Water Program identifies these benefits which will occur upon the completion of construction:

a) The average annual number of overflows across the beach below Fort Funston will be reduced from 56 to 8 in compliance with the permit issued by San Francisco RWQCB;

b) Public health hazards will be reduced which periodically restrict the use of shoreline waters;

c) Signs of visible pollution will be reduced along Ocean Beach;

d) Odors during and after wet weather overflows will be reduced; and

e) Near shore water quality of the ocean will be improved for swimming, surfing, fishing and other water contact uses.

Comments:

1. This proposed ordinance is a continuing step in the process of actions taken by the Board of Supervisors to approve this Lake Merced Transport (LMT) Project. On March 6, 1989, the Board of Supervisors passed Resolutions 172-89 and 173-89 accepting the Negative Declaration and approving the Facilities Plan for the project, respectively.

2. Ms. Sara Pickus, Project Manager, advises that the project design is scheduled to begin shortly and that the design phase should be completed in approximately one year.

3. Contracts to Minority Business Enterprises (MBE) totalling $55,000 are scheduled for Don Todd Associates ($25,000) and Human Resource Corporation ($30,000). In addition, a portion of the Parsons, Brinckerhoff contract will be distributed to minority subcontractors according to Mr. Robert Badgley of the Clean Water Program. Mr. Badgley advises that at least 16.1 percent of all funds contracted for this Project will be going to minority contractors, which is the Federal requirement for major construction projects.

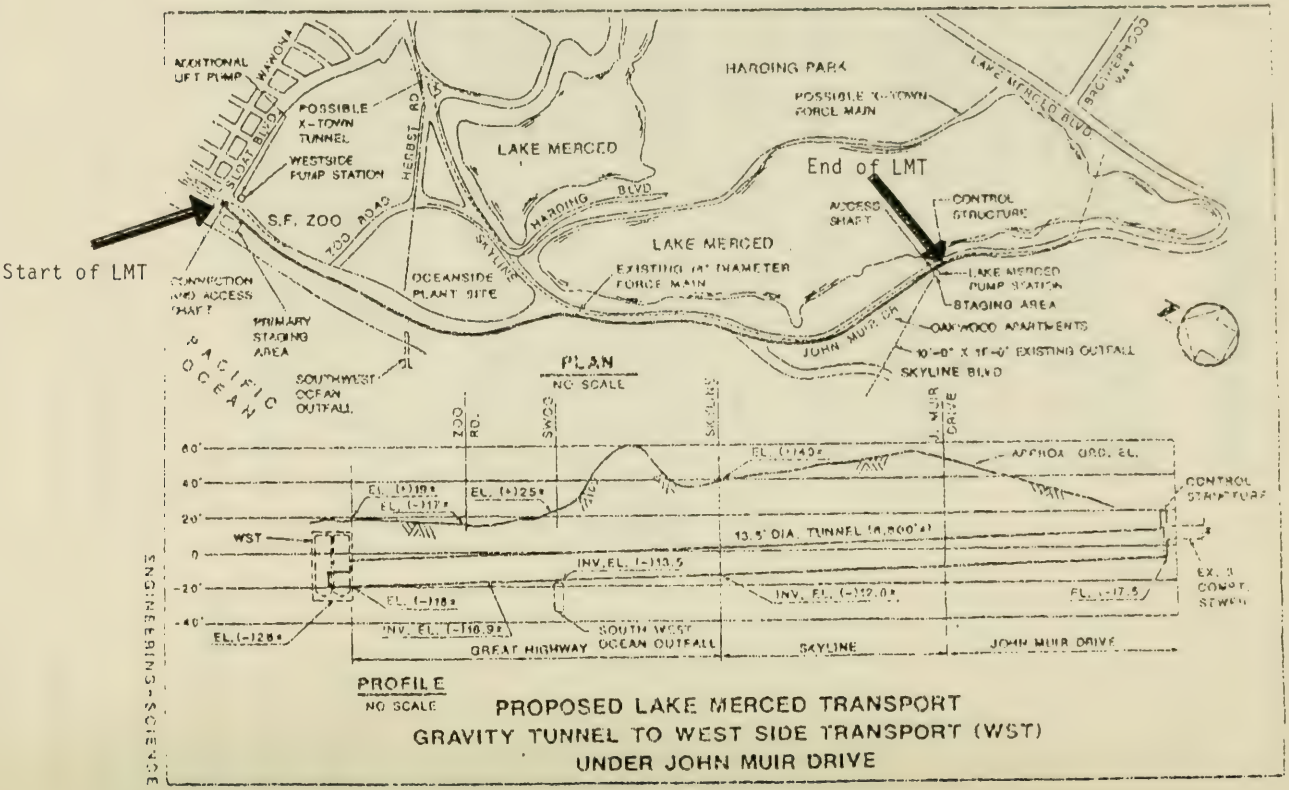
4. The State Water Resources Control Board (SWRCB) has advised the City of its intent to participate in the design financing at the time of the start of project construction which is presently scheduled for early 1991. Therefore, at this time, the design costs must be covered entirely with local City surpluses from the 1976 Sewer Revenue Bonds.

5. According to Mr. Badgley total construction costs for the Lake Merced Transport (LMT) Project are estimated to be $35 million of which $27.6 million would be financed from a State loan and $7.4 million would be funded from the 1988 Clean Water Revenue Bond.

6. Ms. Pickus has requested that the $13,069 difference between the $1,100,000 total of this proposed supplemental appropriation and the details of the budget totalling $1,086,931 be used as a contingency rather than reducing the request at this time.

Recommendation: Approve the proposed ordinance.

Attachment


ADDITIONAL LIFT PUMP
WINDSOR
POSSIBLE X-TOWN TUNNEL
WESTSIDE PUMP STATION
HERBST RD.
LAKE MERCED
HARDING PARK
POSSIBLE X-TOWN FORCE MAIN
LAKE MERCED BLVD
End of LMT
S.F. ZOO ROAD
HARDING BLVD
ACCESS SHAFT
CONTROL STRUCTURE
Start of LMT
SKYLINE
LAKE MERCED
EXISTING 14' DIAMETER FORCE MAIN
OCEANSIDE PLANT SITE
LAKE MERCED PUMP STATION
STAGING AREA
OAKWOOD APARTMENTS
JOHN MUIR DR.
10'-0" X 15'-0" EXISTING OUTFALL
SKYLINE BLVD
PRIMARY STAGING AREA
SOUTHWEST OCEAN OUTFALL
PACIFIC OCEAN
PLAN
NO SCALE
ZOO RD.
SKYLINE
J. MUIR DRIVE
APPROX ORG. EL.
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13.5' DIA. TUNNEL
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EX. 3 CONST. SEWER
SOUTH WEST OCEAN OUTFALL
GREAT HIGHWAY
SKYLINE
JOHN MUIR DRIVE
PROFILE
NO SCALE
PROPOSED LAKE MERCED TRANSPORT
GRAVITY TUNNEL TO WEST SIDE TRANSPORT (WST)
UNDER JOHN MUIR DRIVE

Item 13 - File 101-88-75

Note: This item was continued by the Finance Committee at its meeting of April 26, 1989.

Department: Superior Court

Item: Supplemental Appropriation Ordinance

Amount: $88,225

Source of Funds: General Fund

Purpose: Fund additional costs for storage and retrieval of Superior Court and County Clerk records.

Description: 1. The Superior Court is requesting $88,225 in supplemental funds to cover a budget deficiency in the current 1988-89 Fiscal Year for its costs related to the storage and retrieval of the Superior Court and County Clerk's records.

2. Prior to fiscal year 1988-89, the Records Center in the Recorder's Office was responsible for funding the storage of records for all city departments. Records were stored, under contractual agreement, with Bell and Howell. Beginning with fiscal year 1988-89, each department became responsible for funding the storage of its own records, although all records remained at Bell and Howell. The County Clerk's Office is now responsible for the storage and retrieval of the Superior Court and the County Clerk's records.

3. The County Clerk's Office has identified five reasons for cost increases which has resulted in the budget deficiency:

a) The unit access charge increased from $0.91 to $1.50 beginning April 1, 1988;

b) The microfilming of dismissed cases was halted in May, 1988 which resulted in the shipping of original documents to storage. Mr. Robert Kerrigan, of the County Clerk's Office, estimates that this resulted in increased monthly storage shipments by one-third;

c) During 1988, the City's Record's Center required the County Clerk to defer the shipping of 5,200 documents to storage until after the start of fiscal year 1988-89. This transferred a cost of $7,800 to the current 1988-89 Fiscal Year;

d) A similar hold by the City's Record's Center on 960 individual probate documents transferred $1,440 in costs to the current Fiscal Year;

e) The Fire Marshall has required the County Clerk to send to storage over one hundred boxes from the 3rd floor hallway of City Hall because of a fire hazard to the building.

4. Mr. Kerrigan advised that a second vendor, File Safe, was retained in addition to Bell and Howell for the storage and retrieval of the Superior Court and County Clerk records.

Analysis:

The County Clerk has submitted cost data for both Bell and Howell and File Safe for the first nine months (July, 1988 through March, 1989) of the current fiscal year.

Bell and Howell		
July 1988-March 1989		
Actual Billings (9 months)	$114,461	
April 1989-June 1989		
Cost Projection	38,154	
Late Billings FY 1987-88		
Carried Forward to		
FY 1988-89	6,717	
		$159,332
File Safe		
July 1988-March 1989		
Actual Billings (9 months)	$32,797	
April 1989-June 1989		
Cost Projection	10,932	
		43,729

Total Projected Storage and Retrieval Costs of Superior Court and County Clerk		$203,061
1988-89 FY Budget	$106,500	
Less 10% reduction by Board of Supervisors to Other Services Categories	10,650	95,850
Estimated Additional Funds Needed		$107,211
Supplemental Appropriation Requested		88,225
Estimated Additional Funds Needed if this Supplemental Appropriation Request is Approved		$18,986

Comments:

1. Mr. Kerrigan concurs with the analysis of the Budget Analyst and advises that approximately $19,000 in funds, in addition to this request of $88,225, will be needed. The Department's prior analysis of its estimated funding needs was accomplished in December of 1988 whereas the analysis of the Budget Analyst has updated the current funding needs.

2. Mr. Donald Dickinson, the County Clerk, has advised the Budget Analyst that the Superior Court will seek a further supplemental appropriation in June of 1989 to cover any additional costs for storage and retrieval not covered by this request.

Recommendation:

Approve the requested Supplemental Appropriation Ordinance.

Item 14 - File 101-88-114

Department: County Clerk

Item: Supplemental Appropriation

Amount: $1,400

Proposed Use of Funds: Overtime costs

Source of Funds: Reappropriation of surplus funds from the Department's Permanent Salaries account.

Description: The County Clerk is requesting this $1,400 reappropriation to cover a budget deficiency in the Department's Overtime Account.

Analysis: The Budget Analyst's analysis of the budget deficiency is as follows:

Amount appropriated in fiscal year 1988-89 budget	$12,800
Less: Amount expended from July 1, 1988 to April 14, 1989	(10,899)
Estimated expenditures from April 15, 1989 through June 30, 1989 (including extraordinary overtime)	(3,210)
Budget Analyst's estimate of budget deficiency	$1,309

Comments:

1. Overtime expenditures for the County Clerk were $44,635 in fiscal year 1986-87 and $18,268 in fiscal year 1987-88. If this request is approved, estimated overtime expenditures of $14,109 would be incurred in fiscal year 1988-89.

2. The County Clerk reports that overtime is used to pay Courtroom Clerks who stay beyond regular working hours for jury deliberations and to pay other office employees when heavy workload or special projects require work beyond regular working hours. A recent death penalty case has been heard during weekends which has further required the use of overtime by the Department.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. Although our estimates indicate a reduction of $91 could be made, ($1,400 less $1,309), we do not recommend such a reduction since it is difficult to precisely estimate the final amount of the budget deficiency.`

Recommendation: Approve the proposed ordinance.

Item 15- File 51-89-1

1. The proposed ordinance would authorize the payment of claims made by City employees for the cost of their personal property which has been damaged and/or stolen in the line of duty. The attached report lists the Controller's recommended reimbursements to six City employees, at a total cost of $1,282.25.

2. The Controller has requested additional information from the attached list of the requests for claims from the following employees:

Martha E. Becker, Health Center #2, Public Health
Marlys J. Eriksen, Health Center #2, Public Health
Andrea Young, Health Center #2, Public Health
Vincent H. Prugh, District Attorney

The Controller will report on those above four claims at a future date, when additional information is received from the departments. Those four claims have not been included in the recommended reimbursement amount of $1,282.25.

Comment

The proposed legislation is in ordinance form and instead should be a resolution.

Recommendation

Amend the proposed legislation by substituting a resolution for an ordinance and approve the resolution as amended.

REIMBURSEMENT FOR DAMAGED OR STOLEN PERSONAL PROPERTY OF CITY EMPLOYEES

April 10, 1989

Department	Item	Amount Claimed	Amount Recommended
Juvenile Court			
Edwin Miller	Auto Broken Window	$ 137.55	$ -0-
Recreation and Park			
James Threat	Auto Broken Window and Stolen Items	297.92	87.92
Peter P. DeGregorio	Auto Broken Window	94.38	-0-
Ronald Martorana	Damaged Jacket	100.00	-0-
Municipal Railway			
William Satchell	Auto Vandalism	504.46	-0-
Anthony C. Riley	Stolen Tools	74.60	-0-
Cary M. Chan	Stolen Tools	856.54	701.28
Daron Gee	Stolen Tools	170.40	131.83
Dept. of Public Health			
Health Center #3			
Juanita Contreras	Stolen /Contents	1,065.00	-0-
Health Center #1			
Dorothy L. Domish	Damaged Pickup Truck	250.00	-0-
Health Center #2			
Martha E. Becker	Auto Vandalism	63.77	Item referre back to Dept. for add'l information
Marlys J. ERikaen	Damaged Auto	250.00	Item referre back to Dept. for add'l information
Andrea Young	Auto Broken Window	71.48	Item referre back to Dept. for add'l information
Lisa Leighton	Auto Repairs	250.00	-0-
Purchasing			
Frank Mandrile	Broken Safety Glasses	60.00	60.00
District Attorney			
Judy Johnson	Stolen Items	210.16	-0-
Donald E. Sanchez	Stolen Items	209.00	60.00
Vincent H. Prugh	Stolen Items	477.00	Item referred back to Dept. for add'l info.
Assessor			
Sheila Greven	Stolen Items	386.00	241.22
	TOTAL	$ 5,528.26	$1,282.25

Item 16 - File 100-89-5

The following reports have been prepared by the Budget Analyst to provide the information in connection with the Finance Committee's review of departmental budgets.

PORT OF SAN FRANCISCO

The Port of San Francisco does not receive any General Fund revenues. The Port of San Francisco generates revenues and operates through its own Enterprise Fund, the San Francisco Harbor Operating Fund. The Port's actual Enterprise Fund expenditures for the prior four fiscal years (FY 1984-85 through FY 1987-88) are as follows:

Fiscal Year	Annual Expenditures
1984-85	$23,653,000
1985-86	24,289,000
1986-87	27,284,000
1987-88	25,591,000

The above data are based on the Comprehensive Annual Financial Reports from each of these fiscal years and includes the adopted budget, supplemental appropriations, carryforward funds from prior years and capital and facilities maintenance expenditures, but does not include any outside grants.

The data on the following page provides detailed San Francisco Harbor Operating Fund expenditure and revenue information based on actual data for fiscal year 1987-88, the revised budget (adopted budget plus supplementals) for fiscal year 1988-89, the actual expenditures for the first six months of this year, between July 1 and December 31, 1988 and the projected baseline budget for fiscal year 1989-90 that was submitted to the Mayor's Office by the Port. These data are based on Summary Expenditure and Revenue reports according to Fund Group and Organization Budgets provided by the Controller's Office. Because of the need to rely on various data sources, the historical actual data identified above is not directly comparable with the more current detailed information provided on the following page. It should be noted that neither of these representations include the Work Order funds for the Port.

A separate attachment identifies the disability pay, medical pay and the total workers compensation payments for the Port that is being reviewed by the Finance Committee on May 3, 1989 for the prior four fiscal years and the first six months of the current fiscal year. A separate column indicates the number of claims filed during each of these periods. Because claims may continue for more than one fiscal year, there is not a direct relationship between the number of claims filed in any given fiscal year and the payments made during that same fiscal year.

PORT'S EXPENDITURES AND REVENUES (FY 1987-88 THROUGH FY 1989-90)

PORT OF SAN FRANCISCO

SF HARBOR OPERATING FUND EXPENDITURES*	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected**
Personnel	$11,229,184	$12,480,536	$5,516,585	$12,787,205
Non-Personnel	15,966,847	19,168,817	6,939,977	17,961,232
Equipment	231,185	80,813	126,367	113,984
Profess Services Contracts	734,206	935,000	Not Available	537,552
TOTAL EXPENDITURES	**$28,161,422**	**$32,665,166**	**$12,582,929**	**$31,399,973**
Capital Projects***	$0	$1,000,950	Not Available	$912,000
Workers Comp/Disability	See Attached Report			

REVENUES	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected
TOTAL REVENUES	**$34,250,584**	**$34,200,000**	**Not Available**	**$34,785,000**

NOTES:

* San Francisco Harbor Operating Fund does not include the Port's Work Order funds.

**1989-90 projections are based on preliminary baseline estimates submitted to the Mayor's Office.

*** Capital projects only include the capital expenditures budgeted directly to the Department. 1989-90 capital projections are based on departmental requests included in the capital improvement and facilities maintenance reports.

WORKERS COMPENSATION

	Disability Pay	Medical	Total	No. of Claims
167 SF Port Commission				
1984-85	$ 40,459	$47,104	$ 87,563	42
1985-86	61,536	42,635	104,171	45
1986-87	78,356	76,496	154,852	49
1987-88	120,050	64,964	185,014	53
7-1/12-31-88	17,337	17,303	34,640	30
164 SF International Airport				
1984-85	$221,604	$ 227,222	$448,826	225
1985-86	208,965	302,692	511,657	132
1986-87	241,376	257,321	498,697	177
1987-88	241,276	271,820	513,096	218
7-1/12-31-88	133,241	163,260	296,601	127

SAN FRANCISCO INTERNATIONAL AIRPORT

The San Francisco International Airport does not receive any General Fund revenues. The San Francisco International Airport generates revenues and operates through its own Enterprise Fund, the Airport Operating Fund. The Airport's actual Enterprise Fund expenditures for the prior four fiscal years (FY 1984-85 through FY 1987-88) are as follows:

Fiscal Year	Annual Expenditures
1984-85	$76,403,000
1985-86	81,289,000
1986-87	86,291,000
1987-88	94,439,000

The above data are based on the Comprehensive Annual Financial Reports from each of these fiscal years and includes the adopted budget, supplemental appropriations, carryforward funds from prior years and capital and facilities maintenance expenditures, but does not include any outside grants.

The data on the following page provides detailed Airport Operating Fund expenditure and revenue information based on actual data for fiscal year 1987-88, the revised budget (adopted budget plus supplementals) for fiscal year 1988-89, the actual expenditures for the first six months of this year, between July 1 and December 31, 1988 and the projected baseline budget for fiscal year 1989-90 that was submitted to the Mayor's Office by the Airport. These data are based on Summary Expenditure and Revenue reports according to Fund Group and Organization Budgets provided by the Controller's Office. Because of the need to rely on various data sources, the historical actual data identified above is not directly comparable with the more current detailed information provided on the following page. It should be noted that neither of these representations include the Work Order funds for the Airport.

A separate attachment identifies the disability pay, medical pay and the total workers compensation payments for the Airport that is being reviewed by the Finance Committee on May 3, 1989 for the prior four fiscal years and the first six months of the current fiscal year. A separate column indicates the number of claims filed during each of these periods. Because claims may continue for more than one fiscal year, there is not a direct relationship between the number of claims filed in any given fiscal year and the payments made during that same fiscal year.

AIRPORT EXPENDITURES AND REVENUES (FY 1987-88 THROUGH 1989-90)

SAN FRANCISCO INTERNATIONAL AIRPORT

AIRPORT OPERATING FUND EXPENDITURES*	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected**
Personnel	$37,372,072	$42,236,441	$18,283,664	$44,763,873
Non-Personnel	76,327,400	91,881,143	30,940,052	87,812,263
Equipment	945,955	1,013,038	252,864	1,836,611
Profess Services Contracts	1,962,775	2,384,375	Not Available	1,469,500
TOTAL EXPENDITURES	**$116,608,202**	**$137,514,997**	**$49,476,580**	**$135,882,247**
Capital Projects***	$0	$50	Not Available	$4,686,170
Workers Comp/Disability	See Attached Report			

REVENUES	1987-88 Actual	1988-89 Revised Budget	1988-89 July 1-Dec 31 Actual	1989-90 Projected
TOTAL REVENUES	**$154,378,544**	**$141,065,479**	**Not Available**	**$151,790,266**

NOTES:

* Airport Operating Fund Expenditures do not include the Airport's Overhead or Work Order funds.

**1989-90 projections are based on preliminary baseline estimates submitted to the Mayor's Office.

*** Capital projects only include the capital expenditures budgeted directly to the Department. 1989-90 capital projections are based on departmental requests included in the capital improvement and facilities maintenance reports.

WORKERS COMPENSATION

	Disability Pay	Medical	Total	No. of Claims
167 SF Port Commission				
1984-85	$ 40,459	$47,104	$ 87,563	42
1985-86	61,536	42,635	104,171	45
1986-87	78,356	76,496	154,852	49
1987-88	120,050	64,964	185,014	53
7-1/12-31-88	17,337	17,303	34,640	30
164 SF International Airport				
1984-85	$221,604	$ 227,222	$448,826	225
1985-86	208,965	302,692	511,657	132
1986-87	241,376	257,321	498,697	177
1987-88	241,276	271,820	513,096	218
7-1/12-31-88	133,241	163,260	296,601	127

Memo to Finance Committee
May 3, 1989

Item 17 - File 48-89-2

The proposed resolution authorizing settlement of an unlitigated claim is a legal matter under the responsibility of the City Attorney's Office. The Budget Analyst does not normally review and report on such items.

Harvey M. Rose

cc: Supervisor Walker
Supervisor Ward
Supervisor Hallinan
President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

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CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MAY 10, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

ABSENT: SUPERVISOR WARD - ITEM 1A/1B
SUPERVISOR HALLINAN - ITEMS 5-15

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 25-89-16. [Contracting Out City Services] Concurring with the Controller's certification that services of the Court Management System Coordinator can be practically performed by private contractor for lower cost than similar work services performed by City and County employees. (Municipal Court)

   b) File 28-89-6. [Emergency Work] Resolution authorizing the Director of Department of Public Works to take necessary measures to protect the health, welfare and property of the citizens of San Francisco by performing the necessary work to restore the integrity of the sewer on Geary Blvd., north side, Broderick Street to Lyon Street. (Dept. Public Works)

   c) File 38-89-9. [Gift Acceptance] Resolution authorizing the Adult Probation Department of the City and County of San Francisco to accept, as a gift from B.I. Incorporated, the Ankle Mounted "B.I. Home Escort" Pilot System, for an additional 180 days, with an added value of twenty-five thousand and two hundred dollars ($25,200.00). (Adult Probation Dept.)

   ACTION: RECOMMENDED.

REGULAR CALENDAR

2. File 209-89-2. [Transportation Expenditure Plan] Resolution approving a Transportation Expenditure Plan for the City and County which calls for a one-half of one percent Transactions and Use Tax pursuant to Ordinance No. 184-88. (Supervisor Walker)

   ACTION: TRANSPORTATION EXPENDITURE PLAN AMENDED. Revise plan to reflect funding of 60 percent for transit, 30 percent for Streets and Traffic Safety, 8 percent for paratransit and 2 percent for transportation systems management. AMENDMENT OF THE WHOLE BEARING NEW TITLE PRESENTED IN COMMITTEE BY SUPERVISOR BRITT. ADOPTED. RECOMMENDED. NEW TITLE: "Approving a transportation expenditure plan for the City and County of San Francisco which calls for a one-half of one percent Transactions and Use Tax, and transmitting that plan to the Metropolitan Transportation Commission (MTC) for its review and approval, pursuant to Ordinance No. 184-88." (SUPERVISOR HALLINAN DISSENTING.)

3. File 209-89-3. [Ballot Measure] Ordinance providing for creation of the San Francisco County Transportation Authority for the imposition of a one-half of one percent Transactions and Use Tax and for other purposes. (Supervisor Britt)

   ACTION: AMENDMENT OF THE WHOLE BEARING SAME TITLE PRESENTED IN COMMITTEE BY SUPERVISOR BRITT. ADOPTED. CONTINUED TO THE CALL OF THE CHAIR.

4. File 209-89-4. [Transportation Committee] Ordinance amending Section 3 of Ordinance No. 184-88, as amended by Ordinance No. 356-88, to change the proposed term of the Transactions and Use Tax from 15 to 20 years. (Supervisor Walker)

   ACTION: RECOMMENDED. (SUPERVISOR HALLINAN DISSENTING.)

5. File 97-89-16. [Vital and Health Statistics Trust Fund] Ordinance amending the San Francisco Administrative Code by adding Section 10.117.82 thereto, creating a Vital and Health Statistics Trust Fund for the receipt and disbursement of funds received from all applicants for certified copies of birth, death, fetal death, marriage dissolution records to be used as specified. (Dept. Public Health)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Add a section stating that use of these funds are subject to Board of Supervisors approval.

6. File 47-89-5. [Garage Management Contract Documents] Ordinance approving and adopting Moscone Center Garage legal documents and authorization to issue management contract. (Parking Authority)

   ACTION: RECOMMENDED.

7. File 62-89-1. [Saddle Horse Lease] Ordinance approving a month-to-month agreement with Jay Barnes, bda: Mather Saddle and Pack Station, for establishing and operating a professional saddle horse concession at Camp Mather, Tuolumne County, California, for the 1989 Camp Mather season. (Recreation/Park Dept)

   ACTION: RECOMMENDED.

8. File 101-88-113. [Government Funding] Ordinance appropriating $10,081, Municipal Court, for permanent salaries and related mandatory fringe benefits. (Controller) RO #8263 (COMPANION TO FILE 102-88-42)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $8,885. AMENDED TITLE: "Appropriating $8,885 for permanent salaries and related mandatory fringe benefits, Municipal Court for fiscal year 1988-89."

9. File 102-88-42. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Municipal Court, to provide a salary increase for judges and traffic referees, effective June 1, 1989. (Civil Service Commission) (COMPANION TO FILE 101-88-113)

   ACTION: RECOMMENDED.

10. File 101-88-115. [Government Funding] Ordinance appropriating $136,974, Water Department, for overtime; rescinding $136,974 from permanent salaries-miscellaneous. (Controller) RO #8265

    ACTION: RECOMMENDED.

11. File 101-88-116. [Government Funding] Ordinance appropriating $50,000, Municipal Railway, for payment to other governments. (Controller) RO #8266

    ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $8,132 on reserve. AMENDED TITLE: "Appropriating $50,000 for payment to other governments, Municipal Railway, for fiscal year 1988-89; placing $8,132 on reserve."

12. File 101-88-119. [Government Funding] Ordinance appropriating $17,500, Mayor's Office, for program project budget (Film Production Program). (Controller) RO #8269

    ACTION: TABLED.

13. File 101-88-120. [Government Funding] Ordinance appropriating $100,004, District Attorney, for permanent salaries and temporary salaries; rescinding $100,004 from mandatory fringe benefits. (Controller) RO #8270

    ACTION: RECOMMENDED.

14. File 101-88-121. [Government Funding] Ordinance appropriating $1,136,900, Laguna Honda Hospital, for permanent salaries miscellaneous, permanent salaries - craft and permanent salaries - nurses, overtime and related mandatory fringe benefits, telephone, services of other departments - Light, Heat and Power and Worker's Compensation and $1,500,000 for reduction of estimated revenues and $1,271,400 for year end surplus; rescinding $308,300 from permanent salaries - miscellaneous and holiday pay for the creation of sixteen (16) positions. (Controller) RO #8272 (COMPANION TO FILE 102-88-41)

    ACTION: AMENDMENT OF THE WHOLE PRESENTED IN COMMITTEE BY DEPARTMENT. ADOPTED. RECOMMENDED. NEW TITLE: "Appropriating $1,074,708 for permanent salaries - craft and permanent salaries - nurses, overtime and related mandatory fringe benefits, telephone, services of other departments - light, heat and power and workers' compensation and $1,500,000 for reduction of estimated revenues and $1,271,400 for year end surplus and rescinding $246,108 from permanent salaries - miscellaneous and holiday pay, Laguna Honda Hospital for fiscal year 1988-89."

15. File 102-88-41. [Government Funding] Ordinance amending Annual Salary Ordinance, 1988-89, Department of Public Health, Laguna Honda Hospital, reflecting the addition of sixteen positions (16) (Classifications 2302 Orderly (6), 2302 Orderly (4), 2390 Central Processing Technician (1), 2312 Licensed Vocational Nurse (2), 2320 Registered Nurse (1) and 2322 Head Nurse (2). (Civil Service Commission) (COMPANION TO FILE 101-88-121)

    ACTION: TABLED.

16. File 215-89-1. [Bond Sale] Resolution providing for the issuance of $109,500,000 aggregate principal amount of San Francisco General Obligation Bonds (Library Facilities Project), including the issuance of an initial series thereof in the aggregate principal amount of $12,000,000 and designated as the City and County of San Francisco General obligation Bonds, Series 1989A (Library Facilities Project); authorizing the execution, authentication and registration of said bonds; providing for the levy of a tax to pay the principal and interest thereof; providing for the appointment of depositories for said bonds; and providing for the establishment of funds related thereto. (City Attorney)

ACTION: AMENDMENT OF THE WHOLE BEARING SAME TITLE PRESENTED IN COMMITTEE. ADOPTED. RECOMMENDED.

17. File 215-89-2. [Bond Sale] Resolution authorizing and directing the sale of $12,000,000 aggregate principal amount of City and County of San Francisco General Obligation Bonds, Series 1989A (Library Facilities Project) and $12,000,000 aggregate principal amount of City and County of San Francisco General Obligation Bonds, series 1989B (Street Improvement Project): authorizing the publication of official notice of sale relating thereto; specifying the forms of said bonds and authorizing the preparation thereof; establishing funds related thereto; approving the official statement relating to said bonds; consenting to the submission of of bids byy the financial consultants and authorizing official action. (City Attorney)

ACTION: AMENDMENT OF THE WHOLE BEARING SAME TITLE PRESENTED IN COMMITTEE. ADOPTED. RECOMMENDED.

18. File 100-88-18. To consider release of reserved funds, Juvenile Court, in the amount of $150,000, for intake and shelter services to status offenders. (Supervisor Walker)

ACTION: RELEASE OF $150,000 APPROVED; FILED.

Public Library, Documents Dept.
ATTN: Gerry Roth

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST
1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

May 10, 1989

TO: Finance Committee

FROM: Budget Analyst

SUBJECT: May 10, Finance Committee Meeting.

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Item 1a - File 25-89-16

Department: Municipal Court

Item: Resolution concurring with the Controller's Certification of costs required by Charter Section 8.30-I (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Court Management System Coordinator

Description: The Controller has determined that contracting for the Court Management System Coordinator services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operated Service Costs		
Salaries and Fringe Benefits	$53,062	$62,540
Contracted Service Costs	45,000	45,000
Estimated Savings	$8,062	$17,540

Comments:

1. Court Management System Coordinator services were first certified as required by Charter Section 8.300-1 in 1978 and have continued to be provided by an outside contractor since then.

2. The one year contract which will expire June 30, 1989 is with Mr. Phillip E. Shaffer. The Contracted Service Cost used for the purpose of this analysis is an informal bid from Mr. Shaffer.

3. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department Municipal Court For Time Period FY 1989-90

Contract Services Court Management System Coordinator

1) Who performed services prior to contracting out?

Coordinator services were originally provided through the LEAA grant during development of the Court Management System (CMS).

2) Number of City employees laid off as result of contracting out?

None.

3) Explain disposition of employees if they were not laid off.

Coordinator has made the use of CMS more adaptable to office operations. City employees began to benefit from computer support.

4) What percent of a City employee's time is spent on services to be contracted out?

None. The coordinator position crosses over nine City departments in supporting and using CMS.

5) How long have the services been contracted out?

Since 1978.

6) What was the first fiscal year for a Proposition J certification?

The year when Proposition J became legal in San Francisco.

7) How will contract services meet the goals of your MBE/WBE Action Plan?

To meet our needs -- yes.

Department Representative

Telephone: 554-4516

(#0321P)

Memo to Finance Committee
May 10, 1989

Item 1b - File 28-89-6

Department: Department of Public Works (DPW)
Clean Water Program (CWP)

Item: Emergency resolution approving the expenditure of funds to repair the sewer on the north side of Geary Boulevard between Broderick Street and Lyon Street. Pursuant to Section 6.30 of the Administrative Code, Board of Supervisors approval is required for emergency expenditures in excess of $25,000.

Amount: $269,087 (estimate)

Source of Funds: Clean Water Program
Sewer and Replacement Funds Account

Project Description:

1. The existing 100 year old, 16-inch clay pipe sewer, with a length of 928 linear feet, has been found to be in a state of collapse under the north side of Geary Boulevard between Broderick and Lyon Streets as determined by the Department of Public Works on March 1, 1989.

2. Because an emergency existed which presented a hazard to public health and safety, an expedited contracting procedure, which is permitted in accordance with Section 6.30 of the Administrative Code, was utilized. Various contractors were contacted telephonically by CWP. The Director of Public Works called for sealed bids during the first week of March, 1989. A bidding package was available from the Clean Water Program on March 10th and the opening of bids occurred on March 13, 1989.

3. Four construction firms provided seal bids to DPW as follows:

Stacey and Witbeck	$198,352
W.J. Gaffney, Inc.	207,930
Darcy and Harty Const.	244,400
E. Mitchell, Inc.	253,100

4. DPW Bureau of Engineering estimated the cost of emergency repairs for the sewer line based on accepting the low bid of $198,352 from Stacey & Witbeck as follows:

Design and Management (In-house)		
Design	$26,200	
Construction Management	23,000	
		$49,200
Construction		
Construction Contract	$198,352	
Contingency	19,835	
Restriping of Pavement	1,700	
		$219,887
Total Estimated Cost		$269,087

Comments:

1. Mr. Eric Omokaro, Project Engineer for the Clean Water Program, advises that the work started on March 15th and project completion is expected by May 15, 1989.

2. According to Mr. Robert Swanstrom, Project Manager, MBE/WBE firms were included in the bidding process, but no MBE/WBE firms submitted a sealed bid for the emergency construction.

Recommendation: Approve the proposed resolution.

Item 1c - File 38-89-9

Department: Adult Probation Department

Item: Resolution authorizing the Adult Probation Department to accept a gift, having a value of $25,200.

Description: The Board of Supervisors previously approved legislation (Resolution No. 728-88) authorizing the Adult Probation Department to receive a gift of electronic monitoring equipment, from BI Incorporated of Boulder, Colorado, totaling $25,200. The equipment included twenty (20) BI Home Escort Ankle Mounted Transmitters (plastic ankle bands with small transmitters attached), twenty (20) field monitoring devices (receiver devices to be located at the homes of selected probationers) and one NCR Tower host computer with printer (a computer, which was to be located in the Adult Probation Department and programmed to monitor the whereabouts of each probationer). BI Inc. agreed to provide the electronic equipment, along with on-site training, installation and set-up for a period of six months at no cost and without any obligation on the part of the City. This six month period will end on May 31, 1989.

The electronic equipment was used under a pilot Electronic Monitoring Program to monitor selected probationers assigned to the Adult Probation Department's Drug Abatement Program (funded through the State Office of Criminal Justice Planning - OCJP). These probationers are part of a special caseload of individuals who receive intense supervision for drug-related offenses and who have been ordered to spend time in County Jail as a condition of their probation. The number of probationers assigned to this caseload is limited to twenty-five (25) or less, by OCJP grant guidelines. The electronic monitoring devices were to allow the probationers who participated in this pilot program to live at home for all or part of the time they would otherwise have been incarcerated. The purpose of the monitoring program was to confine the probationers to their homes for the duration of their jail sentence time, unless there were sufficient reasons for leaving their homes, such as a job or involvement in a treatment program.

The proposed legislation would authorize the Adult Probation Department to accept an offer from BI Inc. to extend the use of the electronic monitoring equipment an additional six months at no cost to the City, for an added value of $25,200.

Comments:

1. Mr. Tom Job, Division Director of the Adult Probation Department reports that probationers who are assigned to the Drug Abatement Program have not proven to be suitable candidates for the Electronic Monitoring Program. Since December of 1988 a total of six probationers, all of whom were felony drug offenders, have been selected from the Drug Abatement Program to participate in the Electronic Monitoring Program. Of the six probationers selected to participate, five were removed prior to completion of the program and returned to jail. The primary reason for removal of these probationers was because they tested positive for drug use while participating in the Electronic Monitoring Program.

2. According to Mr. Job, because felony drug offenders have proven to be unsuitable candidates for this program, the Department has expanded its category of participants to include misdemeanor offenders assigned to the Department's Intensive Services Division. Mr. Ed Schlagetter, Supervisor of the Intensive Services Division, reports that a total of eight probationers assigned to the Intensive Services Division have been selected to participate in the Electronic Monitoring Program. Three of these probationers have been returned to jail prior to completion of the program, two completed the program, and three currently remain participants of the program. Mr. Schlagetter advises that based on experience to date, it is too early to assess how effective the Electronic Monitoring Program will be as an alternative to jail sentencing for these probationers.

3. Ms. Arlene M. Sauser, Chief Adult Probation Officer had previously reported that if the pilot Electronic Monitoring Program were successful, the Adult Probation Department would submit a request to the State Office of Criminal Justice Planning (OCJP) for funds to continue the program. However, since according to the Adult Probation Department, probationers assigned to the Drug Abatement Program (an OCJP-funded program) have proven to be unsuitable candidates for the Electronic Monitoring Program, OCJP no longer represents a potential source of funding for the continuation of the program. Therefore, according to Ms. Sauser, if the program were to be continued beyond this proposed six month extension, it is anticipated that City funds would be required.

4. Ms. Sauser advises that in the event the Adult Probation Department decides that the Electronic Monitoring Program should be continued beyond this proposed six-month extension, and City funds are made available for this purpose, a competitive bidding process to acquire the necessary electronic monitoring equipment would be utilized by the Purchasing Department. BI Inc. then is expected to submit a bid to the City.

Recommendation: Approval to continue the Electronic Monitoring Program for a second six-month period, by authorization of this proposed gift, is a policy matter for the Board of Supervisors.

Items 2, 3 and 4 - Files 209-89-2, 209-89-3 and 209-89-3

1. The proposed resolution (File 209-89-2) would approve a Transportation Expenditure Plan for San Francisco which calls for an additional one-half of one percent Transactions and Use Tax (sales tax), pursuant to Ordinance No. 184-88. The proposed ordinance (File 209-89-3) would amend Ordinance No. 184-88 to extend the proposed term of the increased sales tax from 15 to 20 years. The other proposed ordinance (File 209-89-3) would initiate a ballot measure to be presented to the voters of San Francisco in order to create a County Transportation Authority and to impose the additional one-half cent sales tax.

2. Under State law (California Public Utilities Code, Section 131000 et seq), a county may impose a one-half of one cent sales tax to be used for funding new transportation and traffic projects for which funds are not available from any other sources. These funds, according to the enabling legislation (SB878), must not replace funds previously provided by tax revenues for public transportation purposes. Since the maximum sales tax permitted is seven percent and the sales tax in San Francisco is now 6.5 percent, the City has only the option of adding a one-half cent increment to the present rate.

3. Such a sales tax increase must be approved by a majority of the voters of San Francisco. However, prior to voter approval, the City must adopt an expenditure plan for transportation and related projects to be funded from the proceeds of the extra one-half cent sales tax. This expenditure plan must be approved by resolution of the Board of Supervisors and by the Mayor. Within one year of this approval, the Board of Supervisors must then place an ordinance on the ballot for the voters to authorize the sales tax increase and, if recommended by the expenditure plan, create a County Transportation Authority.

4. The proposed resolution (File 209-89-2) would approve the Transportation Expenditure Plan for the City and County of San Francisco. In May, 1988, the Board of Supervisors adopted Ordinance No. 184-88, which created the San Francisco Transportation Committee, consisting of the City's Public Utilities Commissioners, the Director of City Planning and the Director of the Department of Public Works. This Committee was charged with developing a Transportation Expenditure Plan based on an increase of one-half cent in the local sales tax. To assist in the development of the Transportation Expenditure Plan, the Board of Supervisors directed the Transportation Committee to appoint a Citizens Advisory Committee and a Technical Advisory Committee. A Citizens Advisory Committee was created comprised of approximately 55 members, representing a broad range of community interests, and a Technical Advisory Committee was created, comprised of City staff from ten City departments that are responsible for different aspects of local transportation services. Between July, 1988 and March, 1989 these committees worked to develop recommendations for the Transportation Expenditure Plan for San Francisco. On April 11 and 25, after completion of their reports, the Transportation Committee held public hearings on the proposed Transportation Expenditure Plan.

5. The Transportation Expenditure Plan that is being proposed to the Board of Supervisors represents the recommendations of the Citizens Advisory Committee. It should be noted that the recommendations submitted by the Technical Advisory Committee differed from the Citizens Advisory Committee recommendations concerning the proportional allocation of the sales tax revenues to transportation projects as indicated below:

	Recommendations of the Technical Advisory Committee	Recommendations of the Citizens Advisory Committee
Transit	56%	65%
Streets and Traffic Safety	35	25
Paratransit	7	8
Transportation Systems Mgmt	2	2
Total	100%	100%

As a result, the amount of sales tax revenues itemized to be needed for Street and Traffic Safety projects is significantly larger than the amount of the sales tax revenue proposed to be allocated for Street and Traffic Safety projects, leaving many of these projects unfunded or underfunded. Mr. Richard Evans, Director of Public Works and member of the Transportation Committee sent a letter to all members of the Board of Supervisors on May 5, 1989 explaining this variation and indicating his displeasure with the currently proposed Transportation Expenditure Plan.

6. The currently proposed Transportation Expenditure Plan contains a 20-year program of transportation improvements based on the adoption of the one-half cent sales tax increase to fund these improvements. The revenue stream over the 20-year period to be created by the sales tax increase is projected to total approximately $902 million. These funds would be allocated among the following four major transportation categories, as indicated:

Transportation Category	Percent of Allocation	Projected Amount of Funds (millions)
Transit	65%	$586
Streets and Traffic Safety	25	226
Paratransit	8	72
Transportation Systems Mgmt (TSM)	2	18
Total	100	$902

It should be noted that the proposed allocations are proposed by the Transportation Committee, in accordance with the recommendations of the Citizens Advisory Committee and not the Technical Advisory Committee.

7. In general, the sales tax revenues are recommended to be spent on capital projects rather than to fund transportation operations and maintenance activities. A general description of the programs in each of the transportation categories, followed by specific projects and the estimated costs as recommended in the Transportation Expenditure Plan, are as follows:

- Transit is recommended for the largest amount of funding, recognizing the City's adopted Transit First Policy. Municipal Railway (MUNI) projects receiving the highest priority for funding include: the replacement of worn out buses, trolleys and light rail cars, the rehabilitation of streetcars and cable cars and the reconstruction of passenger and maintenance facilities. Specifically, MUNI Metro improvements and extensions along Market Street and the Embarcadero and planning studies for the Bayshore and Geary corridors are recommended for funding. Recommended for second priority transit funding is the expansion of the trolley bus system to the South of Market/Mission Bay areas, planning studies in the North Beach and Van Ness corridors and construction of major fixed guideway transit projects in the Geary and Bayshore corridors. Construction of fixed guideway transit improvements in the North Beach corridor and expansion of the ferry terminal for waterborne transit are third priority transit projects. The total estimated cost, the proposed one-half cent sales tax revenues needed and the other funds besides sales tax revenues, which include federal, state and other local sources of revenues, needed for each of the proposed Transit Projects identified in the Transportation Expenditure Plan are listed as follows:

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Service Enhancements and Extensions			
MUNI Metro Turnback	$130.0	$20.5	$109.5
MUNI Metro Extension	68.0	48.0	20.0
Mission Bay Metro Extension	31.0	13.0	18.0
F-Line Streetcar	65.0	40.0	25 .0
Metro Subway Signal System	23.0	5.0	18.0
Metro Accessibility Improvements	0.5	0.1	0.4
Presidio Facilities Redevelopment	32.0	1.5	30.5
Metro East LRV Facility	83.0	18.0	65.0
Geneva Facility Modifications	4.0	0.1	3.9
Mission Bay Trolley Rerouting/Extensions	18.0	5.5	12.5
Trolley Coach Electrification	22.0	1.0	21.0
Ext MUNI to Daly City BART Station	4.0	2.0	2.0
Ferry Terminal Expansion	1.0	0.1	0.9
Subtotal	$481.5	$154.8	$326.7
Major Transit Corridors			
Plan/Environmental	$10.0	$10.0	$0
Capital Construction	*	*	*
Subtotal	$10.0	$10.0	$0

* The total costs of the capital construction projects will be determined during the Planning and Environmental studies. Projected sales tax revenues of an additional $206 million, although excluded in this chart, are proposed in the Transportation Expenditure Plan as the City's contribution to these construction projects. Additional federal, state and other local funds are anticipated to be used.

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Rehabilitation and Replacement			
Vehicles	623.0	146.0	477.0
Guideways	118.0	3.0	115.0
Facilities	236.0	62.0	174.0
Graffiti Prevention	5.0	5.0	0
Subtotal	$982.0	$216.0	$766.0
Total Transit	$1,473.5	$380.8**	$1,092.7

- Streets and Traffic Safety projects that are recommended for top priority include the Embarcadero Roadway, short-range improvements for Candlestick Park access and MUNI and pedestrian safety improvements on 19th Avenue near San Francisco State University. Second priority funding recommendations include sidewalk repairs, street cleaning equipment, traffic control systems, new and upgraded traffic signals, street repaving, removal of obsolete railroad tracks and the planting and maintenance of street trees. Specific projects such as Bernal Heights street upgrading, undergrounding of Crossover Drive through Golden Gate Park and a Hunter's Point industrial connector are also included. The total estimated cost, the proposed one-half cent sales tax revenues needed and the other federal, state and local funds needed for each of the proposed Street and Traffic Safety Projects identified in the Transportation Expenditure Plan are listed as follows:

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Street Resurfacing and Reconstruction			
Street Resurfacing	$340.0	$254.5	$85.5
Seismic Reinforce	2.0	2.0	0
Railroad Track Removal/Repair	6.0	5.0	1.0
Sidewalk Repair	7.5	7.5	0
Street Repair/Clean	17.0	17.0	0
Subtotal	$372.5	$286	$86.5

** Excludes an additional $206 million for Capital Construction costs for Major Transit Corridors.

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Traffic Signals and Street Signs			
Signal Upgrading	$119.0	$119.0	$0
Street Name Signs	1.0	1.0	0
Reflective Lane Marks	2.0	2.0	0
New Traffic Signals	8.5	8.5	0
Traffic Control Systems	1.0	1.0	0
Traffic Engineer Equip	4.0	4.0	0
Army Street Circle	0.1	0.1	0
Potrero Avenue	0.4	0.4	0
Subtotal	$136.0	$136.0	$0
Major Capital Projects			
Embarcadero Roadway	$101.0	$35.0	$66.0
19th Ave Safety Improve	30.0	4.5	25.5
Candlestick Park Traffic Improvements	1.0	1.0	0
Bernal Heights Street System Upgrade	6.0	6.0	0
Hunters Point Industrial Connector	3.0	0.3	2.7
Undergrounding Crossover Drive Golden Gate Park	100.0	2.0	98.0
3rd Street Median	7.0	7.0	0
Subtotal	$248.0	$55.8	$192.2
Street Trees			
Plant/Maintain Existing	$8.5	8.5	$0
Plant/Maintain Addition	7.5	7.5	0
Subtotal	$16.0	$16.0	$0
Total Streets & Traffic Safety	$772.5	$493.8	$278.7

- Paratransit recommendations focus on the expansion of the City's contract van and taxi services, specifically addressing the current and projected waiting list for elderly and disabled persons and the needs of Adult Day Health Care and persons with AIDS. The total estimated cost, the proposed one-half cent sales tax revenues needed and the other federal, state and/or local funds needed for the proposed Paratransit project expansion as identified in the Transportation Expenditure Plan is as follows:

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Expand Door-to-Door Van and Taxi Services			
Total Paratransit	$147.0	$75.0	$72.0

- Transportation Systems Management (TSM) project recommendations would provide low cost alternatives to the major capital transportation improvements. First priority TSM recommended projects include transit preferential measures and ridesharing. TSM bicycle circulation and pedestrian projects are recommended as second priority projects. The total estimated cost, the proposed sales tax revenues needed and the other federal, state and/or local funds needed for the proposed TSM projects identified in the Transportation Expenditure Plan are as follows:

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Ridesharing and Transit Promotion			
Transit Preferential Streets	$4.0	$3.5	$0.5
HOV Lanes on Approach to Bay Bridge	0.5	0.4	0.1
Transportation Brokerage Program	4.0	3.5	0.5
Transp Management Assoc Program	5.0	5.0	0
Subtotal	$13.5	$12.4	$1.1

Project	Total Cost (millions)	Sales Tax Revenues (millions)	Other Funds (millions)
Bicycle and Pedestrian			
Bicycle, Pedestrian & Elderly and Handicapped Accessibility Projects	$6.0	$4.5	$1.5
Downtown Pedestrian	3.0	3.0	0
Pedestrian Connections & Transit Access	5.0	5.0	0
Subtotal	$14.0	$12.5	$1.5
Total TSM	$27.5	$24.9	$2.6
Grand Total	$2,420.5	$974.5*	$1,446.0

Including the additional $206 million of proposed sales tax revenues for Capital Construction in Major Transit Corridors, a total of $1.18 billion ($974.5 and $206) is proposed to be allocated from the sales tax revenues for the above listed transportation and traffic projects. As previously mentioned, an estimated $902 million is projected to be generated by the additional one-half cent sales tax. The difference between the total estimated amount of sales tax revenues needed and the projected amount of sales tax revenues to be generated represents a shortfall of approximately $278 million.

8. According to the Transportation Expenditure Plan, within the four basic transportation categories, subcategories of projects are identified and, within each subcategory, individual projects have been assigned priority ratings. It is intended that projects would be funded according to their priority within each subcategory. If sales tax revenues are not sufficient to cover the cost of the higher priority projects within each subcategory, then the lower priority projects would not be funded. Conversely, if surplus funds are available, lower priority or additional subcategories of projects would be able to be funded.

9. In addition to the four categories of transportation that are included in the Transportation Expenditure Plan, supplemental recommendations were forwarded to the Board of Supervisors from the Transportation Committee regarding minimum transit service levels, new and additional funding sources for transportation and an advisory body to the County Transportation Authority. The advisory body is recommended to consist of not more than 15 members and to include the existing Transportation Committee members.

* Excludes an additional $206 million for Capital Construction in Major Transit Corridors.

10. San Francisco currently has a 6.5 percent sales tax rate. Of the 6.5 percent sales tax in San Francisco, the City receives 1.25 percent. The Bay Area Rapid Transit District (BART) receives 0.5 percent and the remaining 4.75 percent is retained by the State. Based on the 1.25 percent rate, the City and County of San Francisco has budgeted $79.5 million in sales tax revenue for fiscal year 1988-89. The additional one-half of one percent sales tax is estimated to generate an additional $33 million to $51 million annually, over the projected 20-year period.

11. The proposed ordinance (File 209-89-3) would extend the proposed one-half cent sales tax rate increase from 15 to 20 years. According to Ms. Rebecca Kohlstrand of the City Planning Department, the extension is proposed because the initial Transportation Needs Assessment Report projected a $1.2 billion shortfall in revenue when compared with the transportation project expenditures identified for the 15-year period. The 15-year sales tax revenue projection was approximately $650 million as compared with the 20-year sales tax revenue projection of approximately $902 million. In addition, a 20-year, instead of a 15-year period would allow greater flexibility for bonding capacity and the related pay back period for the bonds.

12. According to PUC Finance, the projection of $902 million over the proposed 20-year revenue stream represents a fairly conservative estimate based on reduced collections during the initial years, approximately a five percent CPI growth factor and a 1.3 percent real growth factor. John Madden of the Controller's Office developed more conservative estimates, assuming a 4.5 to 5.0 percent CPI growth and no real growth, concluding with a projection of approximately $810 million over the 20-year period. As indicated above, the actual revenues received together with the priority listing of projects will determine the actual projects that would be funded.

13. Consistent with the provisions in Ordinance No. 184-88, the Transportation Expenditure Plan must be submitted to the Metropolitan Transportation Commission (MTC) by June 1, 1989 for their review. Although it is not required, the Transportation Committee wants to obtain the Board of Supervisors endorsement of the Transportation Expenditure Plan prior to its submittal to MTC. The proposed resolution (File 209-89-2), that is the subject of this item, if approved, would provide this endorsement. The deadline of June 1 for submittal to MTC was included in the Ordinance to ensure that a ballot proposition could be considered by the voters in the November, 1989 election. MTC has 45 days, or through mid-July, 1989 to review the City's Transportation Expenditure Plan. The deadline for submitting propositions for the upcoming November, 1989 ballot is early August, 1989.

14. The proposed ordinance (File 209-89-3) would initiate a ballot measure to be presented to the voters of San Francisco. The voters would be asked in the November, 1989 election to create a County Transportation Authority and to impose an additional one-half cent sales tax to be used to finance the transportation improvements identified in the Transportation Expenditure Plan. The County Transportation Authority, which would have the responsibility of administering the sales tax proceeds in accordance with the Transportation Expenditure Plan, is proposed to be comprised of the members of the Board of Supervisors. The proposed ordinance also requests that the County Transportation Authority have the authority to issue limited tax revenue bonds, up to $742 million, to be repaid from the sales tax revenues generated. The $742 million bonding capacity represents the projected costs of the major Transit and Streets and Traffic Safety Projects proposed in the Transportation Expenditure Plan. If approved in the November, 1989 election, the additional one-half cent sales tax would become effective as of April 1, 1990.

Recommendations

1. The proposed resolution (File 209-89-2) to approve the Transportation Expenditure Plan which calls for an additional one-half cent sales tax and allocates specific percentage amounts of the increased sales tax revenues to alternative Transit, Streets and Traffic Safety, Paratransit and Transportation Systems Management projects is a policy matter for the Board of Supervisors.

2. If the Board of Supervisors approves the proposed Transportation Expenditure Plan (File 209-89-2), the Budget Analyst recommends approval of the proposed ordinance (File 209-89-3) which would amend Ordinance No. 184-88 to extend the proposed term of the increased sales tax from 15 to 20 years. Such an extension would not only provide additional sales tax revenues to fund the proposed Transportation Expenditure Plan, but would also provide additional flexibility for future tax revenue bonding requirements.

3. The proposed ordinance (File 209-89-4) to initiate a ballot measure to be presented to the voters of San Francisco in order to create a County Transportation Authority and to impose the additional one-half cent sales tax is a policy matter for the Board of Supervisors.

Item 5 - File 97-89-16

1. In accordance with SB 1535, the proposed ordinance would amend the San Francisco Administrative Code by adding Section 10.117.82 to create a Vital and Health Statistics Trust Fund (Fund) for the receipt and disbursement of funds received from application fees for certificates of birth, death, marriage and marriage dissolution. The County currently collects a $2 fee for each certified copy, which is deposited in the State Vital Record Improvement Project Fund. Ten percent of the total fees collected by the State are made available to the counties.

2. The proposed amendment would provide that each county may establish a Vital and Health Statistics Trust Fund and deposit $1 of the existing $2 fee in the newly created Fund for use by the County for (1) administrative and personnel costs related to this section, (2) modernization of vital records operations, and (3) improvement in the collection and analysis of health-related death certificate information and other vital records analysis. The remaining $1 would continue to be deposited with the State Registrar in the State Vital Record Improvement Project Fund. The proposed ordinance stipulates that the Vital and Health Statistics Trust Fund monies would be carried forward at the end of each fiscal year. SB 1535, which amended California Health and Safety Code 10605.3, became effective January 1, 1989 and remains in effect through December 31, 1990.

3. If the County chooses not to establish a new Fund pursuant to SB 1535, then the State would continue to collect the entire $2 fee, and would continue to make ten percent of the total fees collected by the State available to the counties.

Comments

1. The Department of Public Health (DPH), the Recorder and the County Clerk's Office have provided the following revenue estimates for the new Fund for the two-year period from January 1, 1989 to December 31, 1990, as follows:

	DPH	Recorder	County Clerk	Total
January 1, 1989 - June 30, 1989	$51,600	$841 *	$116 *	$52,557
July 1, 1989 - June 30, 1990	99,300	7,569	1,063	107,932
July 1, 1990 - December 31, 1990	47,700	3,770	520	51,990
	$198,600	$12,180	$1,699	$212,479

* Based on revenues that would be collected beginning May 23, 1989, which is the earliest date that the proposed Fund could be established.

DPH has been reserving $1 of every $2 fee in a suspense account since January 1, 1989, pending approval of the proposed ordinance by the Board of Supervisors. The DPH indicates that $28,366 has been collected from this $1 fee as of March 31, 1989. The Recorder's Office and the County Clerk's Office report that their offices have not yet reserved any of the $1 fees, but will begin upon approval of the proposed ordinance by the Board of Supervisors and creation of the new Fund.

2. The DPH and the County Clerk reports that the estimated revenues for FY 1988-89 were not included in the FY 1988-89 budget.

3. The proposed legislation does not specify the mechanism by which these funds would be appropriated once they have been collected and deposited in the proposed Fund. The Budget Analyst would recommend that the proposed ordinance be amended to require that use of the funds be subject to approval by the Board of Supervisors.

Recommendation

Amend the proposed ordinance to require that use of the funds be subject to approval by the Board of Supervisors and approve the proposed ordinance as amended.

Item 6 - File 47-89-5

1. The proposed ordinance would authorize the Director of Property on behalf of the Parking Authority to call for bids for a five-year lease of the Moscone Center Garage by approving the required legal documents. Administrative Code Section 17.14 requires approval of the Board of Supervisors by ordinance as to the form of the lease documents and of the invitation for bids.

2. The Moscone Center Garage, located at 255 Third Street, has 732 parking stalls and serves approximately 21,000 vehicles per month. The current lease with the existing operator, the Golden Gate Parking Corporation, expires on August 14, 1989. The current monthly management fee payable to the City is $18,700 ($224,400 annually) plus 6.88 percent of the first $857,000 of gross revenues per year and three percent of any additional gross revenues per year. For the past 12 months (May 1, 1988 to April 30, 1989), the City received $285,066 from Golden Gate Parking Corporation.

3. The existing parking rates (tax included) charged by the lessee per vehicle parked in said garage are as follows:

Hourly Parking	Rate Per Vehicle	
1 hour	$ .75	
2 hours	1.25	
3 hours	2.50	
4 hours	4.00	
5 hours	5.50	
6 hours	7.00	
7 hours	9.00	(maximum)
Early Bird	5.00	
Special Event	5.00	
Bicycle	.25	
Monthly Parking	$95.00	

4. Pursuant to the invitation for bids prepared by the Parking Authority, the competitive bids are to be based on a fixed management fee as the bid item plus five percent of gross revenues over $1,100,000.

Comments

1. The original lease with Golden Gate Parking Company for the operation of the Moscone Center Garage which was signed in 1984, was based on payments to the City by Golden Gate Parking Company of 60.647 percent of gross revenues. The Board of Supervisors approved a lease amendment in February 1988 which authorized the current management fee basis in order to allow refinancing of the "tax free" government bonds used in financing the Moscone Center Garage at a savings in bond interest and principal payments. This amendment was necessary because of a change in the Federal Tax law in 1986 which limits the use of tax free government bonds to finance facilities that are leased on a percentage of gross receipts basis. Therefore, the use of a management fee, in lieu of a percentage of gross revenues, to serve as the primary basis for lease payments, was necessitated.

2. The proposed legislation simply approves the lease documents as to form and authorizes the Director of Property to seek competitive bids for the leasing of the Moscone Center Garage. The actual award of a new lease will be subject to subsequent legislation to be adopted by the Board of Supervisors.

Recommendation

Approve the proposed ordinance.

Item 7 - File 62-89-1

Department:	Recreation and Park Department (RPD)
Proposed Action:	Ordinance approving lease of City property
Location of Property:	Camp Mather
Purpose of Lease:	Operation of professional saddle horse and wagon ride at Camp Mather.
Term of Lease:	June 17 through August 26, 1989, with an option for the Labor Day weekend.
Annual Rent:	The lessee (Mr. Jay Barnes) is not required to pay rent.
Additional Requirements:	The lessee will maintain a comprehensive general liability insurance policy of $1,000,000, or if that amount is not available, $500,000 to cover the operation of the concession. The lessee would pay for the first $1,000 of insurance premiums plus additional costs to cover specific rides which require separate insurance coverage and the City would reimburse the lessee up to $6,000 for the cost of the insurance premium. Premiums in excess of $7,000 would be paid by the lessee.
Analysis:	The Recreation and Park Department (RPD) considers the saddle horse concession at Camp Mather to be a public service to the campers. Therefore, prior to FY 1986-87, agreements with its lessee during the last forty years have required nominal rent from the lessee. Under the rental agreement for the summer of 1985, for example, Mr. Barnes was required to pay RPD a rental of one percent of the lessee's gross receipts. The gross receipts for the 1985 season were $20,720 and, accordingly, Mr. Barnes paid $207 in rent for the 1985 season. Since 1986-87, agreements between the City and the lessee have waived the rent payment. RPD has recommended that the nominal rent payment from the lessee to RPD continue to be waived. RPD concluded that without such a waiver, Mr. Barnes would not continue the saddle horse operations at Camp Mather.
Recommendation:	Approve the proposed ordinance.

Memo to Finance Committee
May 10, 1989

Items 8 and 9 - Files 101-88-113 and 102-88-42

Item: Supplemental appropriation to cover the costs of salary increases for Municipal Court Judges and the Traffic Referees effective June 1, 1989 (File 101-88-113) and related amendment to the Annual Salary Ordinance (File 102-88-42).

Amount: $10,081

Source of Funds: General Fund Unappropriated Revenue Reserve

Description: Salaries for Municipal Court Judges are set by State law, based on a formula that provides an increase in pay comparable to the average rate of increase provided to State employees. The required annual increase under this proposed legislation is six percent. Increases in Traffic Referee salaries are tied to increases in Judges' salaries in accordance with State law. Currently, salaries of Traffic Referees are set up to 80 percent of Judges' salaries. All three Traffic Referees are currently paid at the top salary step.

The proposed salary increases, which would become effective June 1, 1989, are as follows:

Classification	Current Annual Salary	Proposed New Annual Salary	Annual Increase	Percent Increase
0200 Judge, Municipal Court	$77,412	$82,056	$4,644	6%
0250 Traffic Referees	42,576 - 61,932	45,132 - 65,640	2,556 - 3,708	6%*

* All Traffic Referees are paid at the top step.

The cost increase (this increase would be effective June 1, 1989) to the City for the last month of 1988-89, including mandatory fringe benefits, would be $10,081 (or $120,972 on an annual basis) as follows:

Classification	No. of Positions	Currently Budgeted	Requested Funds which Includes Salary Increases for one Month (June) of 1988-89	Increase
0200 Judge, Municipal Court	20	$1,548,240	$1,555,980	$7,740
0250 Traffic Referee	3	174,168	176,064	1,896**
Subtotal				$9,636
Plus Mandatory Fringe Benefits				445
Total				$10,081

** Includes $969 in funding for an internal adjustment which was previously approved in the Trial Court Funding legislation (Files 101-88-78 and 102-88-30).

Comments:

1. The Judges have not received pay increases since January 1, 1988. The Traffic Referees were granted an internal adjustment to increase their salaries from 75 percent to 80 percent of Municipal Court Judges salaries pursuant to an amendment under State law. This increase was approved by the Board of Supervisors in March, 1989.

2. Since funding was approved by the Board of Supervisors (as part of the Trial Court Funding Act appropriation - File 101-88-78) for the previously approved internal adjustment in Traffic Referees salaries, only $927 or $969 less than the $1,896 request is needed to provide Traffic Referees with a six percent salary increase. Also related fringe benefits should be reduced by $227.

Recommendations: 1. Reduce the proposed supplemental appropriation request (File 101-88-113) by $1,196 ($969 and $227) from $10,081 to $8,885 as follows:

	Requested Amount	Recommended Amount	Recommended Savings
Permanent Salaries	$9,636	$8,667	$969
Retirement - Miscellaneous	303	148	155
Social Security	142	70	72
Totals	$10,081	$8,885	$1,196

2. Approve the proposed supplemental appropriation in the reduced amount of $8,885.

3. Approve the amendment to the Annual Salary Ordinance (File 102-88-142).

Item 10 - File 101-88-115

Department: Water Department

Item: Supplemental Appropriation Ordinance

Amount: $136,974

Source of Funds: Reappropriation of Permanent Salaries - Miscellaneous

Purpose: Funds needed for overtime salaries for the remainder of Fiscal Year 1988-89 based on actual expenditures and projected expenditures as estimated by the Water Department:

Actual Expenditures 7/1/88-2/3/89	$510,748	
Estimated Expenditures 2/4/89-6/30/89	393,900	
Total 1988-89 Projected Overtime Expenditures		$904,648
1988-89 Overtime Budget		767,674
Total Anticipated Defficiency		$136,974

Description: 1. The Water Department uses overtime funds, payable at time and one-half, to repair emergency leaks and main breaks and for scheduled maintenance work which cannot be performed during normal working hours in order to provide an uninterrupted water supply to consumers. Such overtime funds are required for quick emergency response to water main breaks and leaks in order to protect the City's water supply, particularly during drought periods.

2. Based on actual expenditures during the first seven months of Fiscal Year 1988-89, the Water Department had estimated that funds budgeted for overtime expenses will be exhausted by the end of April 1989.

Comments: 1. As of March 31, 1989, the Water Department reports a total of $697,263 expended for overtime salaries. The Budget Analyst projects for the entire 1988-89 Fiscal Year that the amount needed for overtime would be $930,232, a total of $25,584 more than the $904,648 as projected above by the Water Department. Therefore, the Budget Analyst concurs with the Water Department's analysis in that we estimate that the Department will need at least the requested amount of $136,974.

2. During Fiscal Year 1987-88, the Water Department expended $1,012,766 for overtime. Therefore, if this request is approved, and the Water Department does not request any additional funds, the Water Department will still be expending $108,118 ($1,012,766 less $904,648) less for overtime in Fiscal Year 1988-89 than was expended in Fiscal Year 1987-88.

3. The Water Department advises that the anticipated reduction in overtime pay between FY 1987-88 and FY 1988-89 is due in part to the scheduling of fewer night crews to make emergency repairs.

Recommendation: Approve the proposed supplemental appropriation ordinance.

Memo to Finance Committee
May 10, 1989

Item 11 - File 101-88-116

Department: Public Utilities Commission
Municipal Railway

Item: Supplemental Appropriation Ordinance to reimburse San Mateo County Transit District (SamTrans) for a portion of actual, committed and anticipated expenditures associated with studies undertaken by the Peninsula Corridor Study Joint Powers Board.

Amount: $50,000

Source of Funds: General Fund General Reserve

Description: 1. The Board of Supervisors approved Resolution No. 647-87, which authorized the City and County of San Francisco to enter into a Joint Powers agreement with Santa Clara County Transit District (SCCTD) and San Mateo County Transit District (SamTrans) to create a Peninsula Corridor Study Joint Powers Board. The purpose of the Joint Powers agreement is to increase ridership and to maintain the economic viability of a peninsula commute system by preserving the opportunity to maintain fixed rail transit between San Jose and San Francisco.

2. Resolution 647-87 included the assurance that "no financial obligation is undertaken by the City and County of San Francisco under this agreement, and any such financial commitment in the future would come before the Board of Supervisors through the normal appropriation process." In addition, the Joint Powers Agreement states in part under Section 5 that the JPB has the power to incur debts, liabilities or obligations which do not constitute a debt, liability or obligation of the City and County of San Francisco.

3. The Peninsula Corridor Study Joint Powers Board (JPB) is currently based at the San Mateo County Transit District (SamTrans) offices in Burlingame and the work of the JPB is under the general supervision of SamTrans Assistant General Manager James Gallagher. In addition, the Joint Powers agreement identified the SamTrans Counsel to provide general legal assistance and the SamTrans Finance Director to act as treasurer and controller to the JPB.

4. The JPB:

(1) retained consultants to study the upgrading of the San Francisco Terminus for the Fixed Rail Commuter Train;

(2) proposed to undertake an Environmental Impact Statement to relocate the Southern Pacific Depot; and

(3) will retain attorneys to determine the acquisition cost of the Denver Rio Grande Right-of-Way (formerly Southern Pacific) which is the main passenger rail line between San Jose and San Francisco.

Comments:

1. Mr. Douglas Wright, Deputy Mayor for Transit, Planning and Infrastructure, advises that the City is contributing five percent of the total expenditures made by the JPB, and this five percent contribution is based on the number of homebased trips using the peninsula rail services originating in San Francisco. For the remaining costs, SamTrans and SCCTD are each contributing 47.5 percent of the total costs of the JPB for a total of 95 percent of the expenditures.

2. SamTrans advised the San Francisco Public Utilities Commission (PUC) in April of 1988 that San Francisco's portion of costs was $26,868 for the Interim Upgrade Study for the San Francisco Terminal. In November of 1988, SamTrans advised the PUC that a commitment of $15,000 was due for the Station Relocation Environmental Impact Statement (EIS). The total share of costs to San Francisco is $41,868.

3. As the result of discussions between SamTrans and PUC, Ms. Gail Bloom of the PUC advised the Budget Analyst that additional costs appear likely regarding the right-of-way negotiations, consultant services and other possible work in preparing a Commute Service Operating Plan. Ms. Bloom estimates that such additional future costs would approximate $8,132 for San Francisco's five percent share, but, since the related work is still in the planning stage, she cannot be more specific. The $8,132 represents the difference of the known costs of $41,868 and this request of $50,000.

4. The Budget Analyst does not believe that anticipated costs should be appropriated at this time until the future work and related costs are more definite.

BOARD OF SUPERVISORS
BUDGET ANALYST

Recommendations: 1. Reduce the amount of the supplemental appropriation by $8,132 from $50,000 to $41,868, the amount actually expended and owed to SamTrans. This amount of $41,868 represents San Francisco's five percent share to date, of the total costs of the Peninsula Corridor Study Joint Powers Board.

2. Approved the proposed ordinance as amended.

Item 12 - File 101-88-119

Department:	Mayor's Office
Item:	Supplemental appropriation Ordinance for Film Production Program Budget.
Amount:	$17,500
Source of Funds:	Film Production Special Revenue Fund
Comment:	The Mayor's Office has requested that this item be tabled.
Recommendation:	Table the proposed ordinance as requested by the Mayor's Office.

Item 13 - File 101-88-120

Department: District Attorney's Office

Proposed Action: Supplemental Appropriation Ordinance to continue funding for temporary salaries for the District Attorney's weekend rebooking program and to cover a projected deficit in permanent salaries.

Amount:

Permanent Salaries	$57,496
Temporary Salaries	42,508
	$100,004

Source of Funds: Reappropriation of previously budgeted District Attorney-Prosecution-Mandatory Fringe Benefit monies.

Description: 1. The proposed supplemental appropriation would provide funds (1) to continue the District Attorney's weekend rebooking program, which provides staff to work on weekends to screen arrests and file criminal charges, and (2) to cover a projected deficit in permanent salaries.

2. In order to demonstrate good-faith efforts to comply with the federal court order in Stone v. the City and County of San Francisco, which limits the County's jail population, the District Attorney has been providing rebooking operations on weekends and holidays, as well as during the week, since May, 1987, to reduce the jail population. The District Attorney's FY 1988-89 budget included $182,576 to operate the weekend rebooking program for six months, from July through December, 1988. The funds being requested are for the purpose of remaining in good-faith compliance with the federal court order. Funding for this program provides temporary salaries for three full-time 8180 Principal Attorney positions, one 1460 Senior Legal Stenographer and one 8146 Investigator.

Comments: 1. The Controller's Office reports that as of March 3, 1989, the latest date for which data is available, the District Attorney's Office had expended only $143,016 of the original $182,576 budgeted for this program. According to Ms. Mary King of the District Attorney's Office, funds are still available in the temporary salaries account because the staff for the weekend rebooking program have been hired at different times during the six-month period from July to December, 1988. Ms. King reports that the program has been fully staffed since November 11, 1988. Based on the Department's latest rate of expenditure as of March 3, 1989, the District Attorney's Office would need $82,068 for temporary salaries to maintain existing staffing levels for

this program for the remainder of the fiscal year, from March 3 through June 30, 1989, for a 1988-89 total of $225,084 ($143,016 plus $82,068). Therefore, the proposed supplemental funding for this weekend rebooking program for temporary salaries is $42,508 (needed funds of $225,084 less budgeted funds of $182,576).

2. Aside from the funds needed to continue operation of the weekend rebooking program, the Mayor's Office has projected that the District Attorney's Office will experience a deficit of $57,496 in its permanent salaries account.

3. The Budget Analyst has independently verified the District Attorney's expenditures with the Controller's Office and concurs with the assessments of the District Attorney's Office and the Mayor's Office.

Recommendation: Approve the proposed ordinance.

Items 14 and 15 - File 101-88-121 and 102-88-41

Note: The Controller's Office and the Department of Public Health have indicated that an amendment to the Supplemental Appropriation Ordinance (File 101-88-21) will be submitted at the May 10, 1989 Finance Committee meeting. This report addresses the amendment to the Ordinance.

Department: Department of Public Health (DPH), Laguna Honda Hospital (LHH)

Proposed Action: Supplemental Appropriation Ordinance appropriating increased revenues and rescinding various expenditure appropriations to various objects of expenditure accounts to offset the 1987-88 excess deficit, to cover projected expenditure overages and revenue shortfalls and to fund 5 vacant positions (File 101-88-121).

Annual Salary Ordinance amendment reflecting the addition of 16 new positions (File 102-88-41).

Amount:

1987-88 Operating Deficit	$1,271,400
Permanent Salaries	621,965
Overtime	24,000
Mandatory Fringe Benefits	300,643
Telephone Services	66,000
Services of Other Departments - PUC Light, Heat and Power	50,500
Workers Compensation	11,600
Revenue Appropriations	1,500,000
Total Supplemental Appropriation	$3,846,108

Source of Funds:

Increased Medi-Cal Revenue	$3,600,000
Reappropriation of Previously Budgeted LHH Surplus General Fund Monies	246,108
Total Sources	$3,846,108

Description: 1. The proposed amendment to the Annual Salary Ordinance (File 102-88-41) would create 16 new positions. However, the DPH has indicated that the 16 positions for which they were requesting funding are existing, vacant positions. Therefore, the DPH has requested that this item, which amends the Annual Salary Ordinance, be tabled. However, funding is still being requested to fill five of these 16 vacant positions because of budgetary shortages as explained below.

2. The proposed supplemental appropriation would appropriate new State revenue and various expenditure rescissions to offset the FY 1987-88 operating deficit, to fund projected FY 1988-89 expenditure deficits and revenue shortfalls, and to fund five vacant positions. The proposed uses of funds are as follows:

a) 1987-88 Operating Deficit

The Controller's Office has reported to the LHH that the LHH FY 1987-88 operating deficit in excess of the General Fund Subsidy appropriated in FY 1987-88 has been carried forward.

1987-88 Operating Deficit	$1,271,400

b) 1988-89 Expenditure Deficits

On March 7, 1989, the Controller's Office informed the LHH of the following projected operating deficits based on expenditure patterns as of the payroll period ending January 6, 1989:

Permanent Salaries - Craft	$32,600	
Permanent Salaries - Nurses	549,000	
Total Permanent Salaries		$581,600 *
Overtime		24,000
Mandatory Fringe Benefits		289,044 **
Telephone Services		66,000
Services of Other Departments		
-PUC - Light, Heat & Power		50,500
Workers Compensation		11,600
		$1,022,744

c) 1988-89 Revenue Shortfalls

The LHH has projected the following revenue shortfalls based on an audit prepared by Peat Marwick:

Medicare Revenues	$1,200,000
Patient Payments (through the Bureau of Delinquent Revenue)	300,000
	$1,500,000

* See next page.
** See next page.

d) Fund 5 Vacant Positions

LHH is requesting funding for 5 vacant positions in order to improve patient care which the LHH reports has been severely hindered due to a hiring freeze since September, 1988. The positions for which funding is requested are as follows:

Permanent - Nurses			
2	2312 Licensed Vocational Nurse	12,025	
1	2320 Registered Nurse	8,671	
2	2322 Head Nurse	19,669	
Total Permanent Salaries			$40,365*
Mandatory Fringe Benefits			11,599 **
Total to Fill 5 positions			$51,964

Total Supplemental Appropriation **$3,846,108**

*Total of $621,965
**Total of $300,643

3. The proposed sources of funds are as follows:

a) Increased Medi-Cal Revenues

Effective August 1, 1988, the new Medi-Cal reimbursement rates for LHH increased from $140.63 to $150.54 per patient per day. LHH had budgeted Medi-Cal revenues for FY 1988-89 based on the $140.63 rate and an estimated 366,936 patient days (one patient day is one patient staying for one day) for a total of $51,602,210. The revised estimate of Medi-Cal revenues is based on the new rate of $150.54 for 366,927 patient days for a total of $55,237,191, an increase of $3,634,981. According to Ms. Sharon Nevins of DPH, DPH is using a conservative estimate of $3,600,000 in increased revenues in order to allow for certain patient days which are disallowed by the State.

Increased Medi-Cal Revenues $3,600,000

b) 1988-89 Projected Surpluses

The Controller's Office has projected surpluses for FY 1988-89 in LHH's Personal Services accounts as of the payroll period ending January 6, 1989.

Previously Budgeted LHH Surplus		
General Fund Monies		
Permanent Salaries - Misc.	$ 86,308	
Holiday Pay	159,800	
Total Projected Surpluses		246,108
Total Sources of Funds		**$3,846,108**

Comments:

1. The Controller's Office and DPH have indicated that an Amendment to the Whole will be submitted to eliminate Section 2 of the proposed Supplemental Appropriation Ordinance which makes reference to 16 positions created by an amendment to the Annual Salary Ordinance, and to eliminate funding in an amount of $62,192 for funding 11 vacant positions. Funding remains in the Amendment of the Whole to fill the other five vacant positions.

2. The DPH had originally requested funding for 16 vacant positions. However, as noted above, the proposed Amendment of the Whole would only provide funding for five of the 16 positions originally requested.

3. The five positions that are proposed to be filled, consisting of two Licensed Vocational Nurses, one Registered Nurse and two Head Nurses, are positions that were budgeted in the 1988-89 budget. However, due to projected expenditure overruns, a freeze on requisitions was informally imposed in September, 1988, and was formally imposed by the Controller in December, 1988. Therefore, the LHH has been unable to fill these five positions, which became vacant during the period from September, 1988 to March, 1989, due to the freeze.

4. According to Ms. Nevins, DPH had intended to use the increased Medi-Cal revenues to cover the projected expenditure deficits and revenue shortfalls, and to use any remaining funds to fill vacant positions which have remained unfilled due to the hiring freeze. According to Ms. Nevins, estimates subsequent to the preparation of the Amendment of the Whole may result in additional revenues becoming available to fund some additional vacant positions in DPH.

Recommendations: 1. Approve the Amendment of the Whole to Ordinance 101-88-121, as submitted by the Controller.

2. Table Item 15, File 102-88-41.

Items 16 and 17 - Files 215-89-1 and 215-89-2

1. The proposed resolution (File 215-89-1) would provide for the issuance of $109.5 million in General Obligation bonds. The Public Library Facilities Improvements Bonds, were approved by the electorate in Proposition A, on November 8, 1988. The proposed resolution (File 215-89-2) would authorize and direct the sale of $12.0 million for the initial series of the $109.5 million in Public Library Facilities Improvements Bonds and additionally would authorize $12.0 million of Public Street Improvement Bonds that were issued in the total amount of $27.0 million pursuant to a previously approved Board of Supervisors resolution (File 297-88-3). These latter bonds were approved by the Board of Supervisors in July, 1988 which authorized issuance of the $27.0 million of Public Street Improvements Bonds.

2. In addition to providing for the issuance of the $109.5 million Public Library Facilities Improvement Bonds and the initial issuance of $12.0 million of these bonds, the proposed resolution (File 215-89-1) would provide for the following:

- Authorize the execution, authentication and registration of the bonds.

- Provide for levying a tax to pay the principal and interest of the bonds.

- Provide that the City Treasurer may appoint private banks or financial institutions to distribute bond interest payments.

- Provide for the establishment of the General Obligation Bonds Library Facilities Project Fund to account for the Library Bond proceeds.

The Library Bonds are to be issued in two or more series up to the total principal amount of $109.5 million with a rate of interest not to exceed 12 percent. The Public Library Facilities Improvements Bonds are to be designated the City and County of San Francisco General Obligation Bond Series 1989A (Library Facilities Project).

3. In addition to authorizing and directing the sale of the $12.0 million initial series of the Public Libraries Facilities Improvements Bonds and the $12.0 million of the previously issued Public Streets Improvements Bonds, designated City and County of San Francisco General Obligation Bond Series 1989B (Street Improvement Project), the proposed resolution (File 215-89-2) would also provide for the following:

- Authorize publication of the official notice relating to the sale of these bonds. The sale is to be held on June 7, 1989.

- Specifying the form and terms of the two issuances and authorizing the preparation of the bonds. Both the Series 1989A (Library Facilities Project) and Series 1989B (Street Improvement Project) will pay interest not to exceed 11 percent per year and will mature on June 15, 2004. The

Street Improvement Bonds, as approved by the electorate, stipulate interest will not exceed 11 percent whereas interest on the Public Library Bonds cannot exceed 12 percent. According to Mr. Robert Kenealey of the City Attorney's Office, in order to include both bonds in the same sale, the lowest interest rate must be cited in the resolution to authorize the sale. Interest will be paid semiannually beginning on December 15, 1989.

- Establishing Special Funds related to the bonds. Taxes collected to pay off the Series 1989A (Library Facilities Project) Bonds will be deposited in a Special Fund entitled General Obligation Bonds, Series 1989A (Library Facilities Project) Bond Fund. Taxes collected to pay off the Series 1989B (Street Improvement Project) Bonds will be deposited in a Special Fund entitled 1989B General Obligation Bond (Street Improvement Project) Bond Interest and Sinking Fund.

- Approving the official statement relating to the bonds. Copies of the official statement containing the particulars of the bond sale, including a statement of the financial condition of the City, shall be available to all bidders.

- Consenting to the submission of bids by the financial consultants and authorizing official action. Bonds will be awarded to the bidder whose bid represents the lowest interest cost to the City. Such award must be approved by the Board of Supervisors.

Comment

The proposed resolutions meet technical requirements for issuing and selling General Obligation bonds that have already been approved by the electorate. Approval of these resolutions would permit the issuance of the bonds, sale of the bonds and the depositing of bond proceeds in the designated Special Funds. However, all future appropriations of these Bond Fund monies would be subject to separate approval by the Mayor and the Board of Supervisors through Supplemental Appropriation Ordinances.

Recommendation

Approve the proposed resolutions.

Memo to Finance Committee
May 10, 1989

Item 18 - File 100-88-18

Department: Juvenile Court

Item: Release of reserve

Amount: $150,000

Proposed Expenditure: Contract with Youth Advocates, Inc. to provide status offender intake and shelter services.

Source of Funds: 1988-89 budgeted funds reserved at the request of the Mayor's Office.

Description: In the past, the in-house Civil Service West Portal Residential Center (WPRC) of the Youth Guidance Center (YGC) has provided shelter and intake services for status offenders and the City has contracted with Youth Advocates, Inc., to provide central receiving facility services. The Jefferson study recommended that shelter and intake services be provided by outside contract in a community-based setting instead of being provided in the institutional setting of the in-house YGC West Portal Residential Center. When the 1988-89 budget for Juvenile Court was being formulated the Juvenile Court was in the process of phasing out the WPRC and therefore, until that process could be completed, the Mayor's Office recommended, and the Board of Supervisors approved, that the $150,000 budgeted to obtain a contract for the provision of community-based intake and shelter services be reserved pending completion of the process.

The Juvenile Court has completed the transition process by contracting with Youth Advocates, Inc., to provide intake and shelter services in addition to the central receiving facility contractual services which Youth Advocates has provided to the City in the past. WPRC ceased operations on March 15, 1989, and Youth Advocates began intake and shelter operations on March 1, 1988, allowing for a two week overlap to effect a smooth transition.

Youth Advocates will be paid $185,000 for intake and shelter services between March 1 and June 30, 1989. The proposed release of the reserve on $150,000 would allow the Juvenile Court to make the payments on this contract.

Comments:

1. The Board of Supervisors has previously concurred (File 25-89-1) with the Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that shelter and intake services to status offenders and central receiving facility services, combined, can be practically performed by a private contractor for a lower cost than similar work performed by City employees for fiscal year 1989-90. The estimated savings by using the outside contractor over Civil Service employees is between $139,821 and $274,369 for 1989-90.

2. The $35,000 difference between the amount reserved ($150,000) and the contract amount ($185,000) does not require a supplemental appropriation because the amount reserved represented only a portion of the amount originally appropriated for an intake and shelter services contract in the 1988-89 budget.

Recommendation: Approve the release of reserved funds in the amount of $150,000.

Harvey M. Rose

cc: Supervisor Walker
Supervisor Ward
Supervisor Hallinan
President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted

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Actions Taken

CALENDAR

MEETING OF
FINANCE COMMITTEE

DOCUMENTS DEPT.
MAY 18 1989
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Board of Supervisors
City and County of San Francisco

WEDNESDAY, MAY 17, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

1. File 142-89-1. [Water Rates - Finding] Resolution making a finding that no tax subsidy will be required by the San Francisco Water Department by reason of approval of a proposed revised schedule of rates to be charged by the San Francisco Water Department for water supplied to its suburban resale customers. (Public Utilities Commission) (COMPANION TO FILE 142-89-1.1)

   ACTION: RECOMMENDED.

2. File 142-89-1.1. [Water Rates] Resolution disapproving revised schedule or rates to be charged by the San Francisco Water Department for water service and water supplied to its suburban resale customers. (Public Utilities Commission) (COMPANION TO FILE 142-89-1)

   ACTION: TO BOARD WITH "DO NOT PASS" RECOMMENDATION.

3. File 142-89-2. [Water Rates - Finding] Resolution making a finding that no tax subsidy will be required by the San Francisco Water Department by reason of approval of a proposed schedule of rates to be charged by the San Francisco Water Department for retail water service in San Francisco and suburban areas. (Public Utilities Commission) (COMPANION TO FILE 142-89-2.1)

   ACTION: RECOMMENDED.

4. File 142-89-2.1. [Water Rates] Resolution disapproving revised schedule of rates to be charged by the San Francisco Water Department for retail water service in San Francisco and suburban areas. (Public Utilities Commission) (COMPANION TO FILE 142-89-2)

   ACTION: TO BOARD WITH "DO NOT PASS" RECOMMENDATION.

5. File 28-89-7. [Emergency Work] Resolution authorizing the Director of Public Works to take necessary measures to protect the health, Welfare and property of the citizens of San Francisco by performing the necessary work to restore the integrity of the sewer on Stevenson St., 3rd St., to Annie Street. (Dept. Public Works)

   ACTION: AMENDED. RECOMMENDED AS AMENDED. On line 23 after "work" insert "by the City".

6. File 97-89-14. [Animal Care and Control] Ordinance deleting Section 16.9 of Chapter 16, Article 1 of the San Francisco Administrative Code regarding designation of the poundkeeper; amending Sections 41 through 41.5, 41.09, and 41.10 of Part II, Chapter V, Article 1 of the San Francisco Municipal Code (Health Code) to establish an Animal Care and Control Department under the jurisdiction of the Chief Administrative Officer, to add two members to the Commission of Animal Control and Welfare, and to increase and add fees and deposits; adding Section 10.169-6 of the San Francisco Administrative Code to establish a $2,000 cash revolving fund for the Animal Care and Control Department. (Chief Administrative Officer)

(Cont'd from 5/3/89)

ACTION: AMENDMENT OF THE WHOLE BEARING NEW TITLE PRESENTED BY SUPERVISOR WARD. ADOPTED. AMENDMENT OF THE WHOLE AMENDED. RECOMMENDED AS AMENDED. Replace Section 10.169-6 wherever it appears with "Section 10.169-7. NEW TITLE: "Deleting Section 16.9 of Chapter 16, Article I of the San Francisco Administrative Code regarding designation of the Poundkeeper; amending Sections 41 through 41.5, 41.9, and 41.10 of Part II, Chapter V, Article I of the San Francisco Municipal Code (Health Code) to establish an Animal Care and Control Department under the jurisdiction of the Chief Administrative Officer, to add two members to the Commission of Animal Control and Welfare, and to increase and add fees and deposits; adding Section 10.169-7 of the San Francisco Administrative Code to establish a $2,000 cash revolving fund for the Animal Care and Control Department; amending Part III of the San Francisco Municipal Code by amending Section 221.3 and amending the San Francisco Administrative Code by adding Section 10.117-87 to establish the San Francisco Animal Control and Welfare Fund and to authorize the acceptance of donations."

7. File 100-89-6. To consider terminology used relative to the City's budget. (Supervisor Hongisto)

ACTION: CONTINUED TO THE CALL OF THE CHAIR.

8. File 101-88-122. [Government Funding] Ordinance appropriating $464,553, Superior Court, for fees and compensation. (Controller) RO #8264

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $420,176. AMENDED TITLE: "Appropriating $420,176 for fees and compensation, Superior Court, for fiscal year 1988-90."

9. File 101-88-123. [Government Funding] Ordinance appropriating $15,276,941, Clean Water Program, for capital improvement project (Griffin Pump Station, Yosemite and Sunnydale Construction. (Controller) RO #8277

ACTION: RECOMMENDED.

10. File 101-88-124. [Government Funding] Ordinance appropriating $350,000, Municipal Railway, for permanent salaries - platform and training. (Controller) RO #8274

ACTION: RECOMMENDED.

11. File 101-88-125. [Government Funding] Ordinance appropriating $628,672, Juvenile Court, for permanent salaries - craft, holiday pay and temporary salaries; rescinding $628,672 from permanent salaries - miscellaneous, related mandatory fringe benefits and holiday pay. (Controller) RO #8275

ACTION: RECOMMENDED.

12. File 101-88-117.1. [Final Negative Declaration - Vallejo St.] Resolution adopting Final Negative Declaration, finding and determining that the proposed acquisition by the City of the site at 735 Vallejo Street, Lots 22, 23 and 25 in Assessor's Block 147, for the purpose of constructing an off-street parking facility, will have no significant impact on the environment, and adopting and incorporating findings of Final Negative Declaration. (Parking Authority) (COMPANION TO FILE 101-88-117)

ACTION: AMENDED. RECOMMENDED AS AMENDED. In the title delete Lot 22. AMENDED TITLE: "Adopting Final Negative Declaration, finding and determining that the proposed acquisition by the City of the site at 735 Vallejo Street, Lots 23 and 25 in Assessor's Block 147, for the purpose of constructing an off-street parking facility, will have no significant impact on the environment, and adopting and incorporating findings of Final Negative Declaration."

13. File 101-88-117. [Government Funding] Ordinance appropriating $5,000,000, Parking Authority, for capital improvement project (Chinatown Parking Project) (Controller) RO #8267 (COMPANION TO FILE 101-88-117.1)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $4,450,000 on reserve. AMENDED TITLE: "Appropriating $5,000,000 for capital improvement project (Chinatown Parking Project), Parking Authority, for fiscal year 1988-89; placing $4,450,000 on reserve."

14. File 101-88-118.1. [Final Negative Declaration - California St.] Resolution adopting Final Negative Declaration, finding and determining that the proposed acquisition by the City of the site at 2444-2470 California Street Lots 9 and 9A in Assessor's Block 635, for the purpose of constructing an off-street surface parking facility will have no significant impact on the environment, and adopting and incorporating findings of Final Negative Declaration. (Parking Authority) (COMPANION TO FILE 101-88-118)

ACTION: RECOMMENDED.

15. File 101-88-118. [Government Funding] Ordinance appropriating $3,500,000, Parking Authority, for capital improvement projects (Upper Fillmore Project) (Controller) RO #8268 (COMPANION TO FILE 101-88-118.1)

ACTION: AMENDED. RECOMMENDED AS AMENDED. Place $3,450,000 on reserve. AMENDED TITLE: "Appropriating $3,500,000 for capital improvement projects (Upper Fillmore Project), Parking Authority, for fiscal year 1988-89; placing $3,450,000 on reserve."

16. File 101-88-128. [Government Funding] Ordinance appropriating $369,993, Sheriff Department, for overtime, holiday pay and material and supplies. (Controller) RO #8284

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $366,791. AMENDED TITLE: "Appropriating $366,791 for overtime, holiday pay and material and supplies, Sheriff Department, for fiscal year 1988-89."

CLOSED SESSION

17. File 45-89-16. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Mario Torres against the City and County by payment of $7,000. (City Attorney) (U.S. District Court No. C86-0223 SC)

ACTION: RECOMMENDED.

18. File 45-89-17. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Jefferey Seldin, Bruce Feld, Theresa Fung, George Radunovich, Nancy Leaf, Justin Hernandez, Dino McCormick, Karen Jones, Elizabeth Opocensky and Dianne Tyrell, against the City and County of payment of $90,000. (City Attorney) (Superior Court No. 836-870)

ACTION: RECOMMENDED.

19. File 45-89-18. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Mary Jane Lopez and Edward L. Lopez vs. City and County of San Francisco, et al., by payment of $22,500. (City Attorney) (Superior Court No. 841-589)

ACTION: RECOMMENDED.

20. File 49-89-1. [Settlement of Lawsuit] Ordinance authorizing settlement of City and County of San Francisco's claim against Whitecliff Company, Inc., Fidelity National Title Insurance Company, and the plaintiffs in Seto vs. City and County of San Francisco upon the receipt of the sum of $200,000; and authorizing execution of a release of all claims. (City Attorney) (Superior Court No. 903-115)

ACTION: RECOMMENDED.

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Public Library, Documents Dept.
ATTN: Gerry Roth

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST Recommendations

1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

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MAY 18 1989
SAN FRANCISCO
PUBLIC LIBRARY

May 17, 1989

TO: Finance Committee

FROM: Budget Analyst

SUBJECT: Finance Committee Meeting of May 17, 1989

Items 1 through 4 - Files 142-89-1, 142-89-1.1, 142-89-2 and, 142-89-2.1

1. The four proposed resolutions all relate to the Public Utilities Commission's (PUC) proposed revised schedule of rates for water supplied to Suburban Resale Customers (Items 1 and 2; Files 142-89-1 and 142-89-1.1); and water supplied to City and Suburban Retail Customers (Items 3 and 4; Files 142-89-2 and 142-89-2.1). In June, 1988, the PUC proposed a rate increase of 15 percent for both City and Suburban Retail and Suburban Resale Customers, coupled with a mandatory rationing program and schedule of penalties for excess usage. Prior to June, 1988, the last water rate increase was June, 1984, when a ten percent increase over the rate schedule established the previous year was granted. In 1986, the City adopted water rate schedules that maintained City and Suburban Retail rates at 1984 levels and decreased Suburban Resale rates by 14 percent in accordance with a settlement agreement between the City and the Suburban Resale Customers (see point 3 below).

The proposed rate schedules included in the legislation described above would not increase water rates for City and Suburban Retail Customers over the rates adopted in June, 1988 but would increase water rates to Suburban Resale Customers by 33.3 percent. When the Board of Supervisors approved the last rate adjustment in June, 1988, a "Sunset" clause was attached that required either new rate adjustments to be adopted before June 30, 1989 or the rates would revert

to the 1986 levels. For City and Suburban Retail Customers, the 1986 rates are the same as the water rates adopted in 1984.

2. There are two resolutions for each proposed rate schedule described above (i.e. for water supplied to Suburban Resale Customers and for water supplied to City and suburban retail customers). The first resolution in each case, if approved, would find that adoption of the proposed rate schedule would not result in the need for a tax subsidy of the San Francisco Water Department. The second resolution in each case would disapprove the revised schedule of rates. With respect to each proposed rate schedule described above, approval of the first resolution would make a necessary finding that no tax subsidy would be required to fund the operations, capital and reserve requirements of the Water Department, and disapproval of the second resolution would adopt the proposed schedule of rates. Adopting any resolution disapproving the proposed schedule of rates requires a two-thirds vote of the Board of Supervisors. The Board of Supervisors cannot alter the proposed rate schedules but can only approve or disapprove rates. Approval of any resolution disapproving a rate schedule would return the rate matter to the Public Utilities Commission for further consideration. If the Board of Supervisors fails to act on this legislation, the PUC adopted rates will go into effect 30 days from the date the Board of Supervisors received the legislation. Because of the "Sunset" clause on the existing rate schedule approved in 1988, if the Board of Supervisors were to approve a resolution disapproving either rate schedule, then the rates would automatically revert to 1986 levels (i.e., 15 percent less than the existing rates for both the City and Suburban Retail Customers and Suburban Resale Customers).

3. In 1984, the Public Utilities Commission and its Suburban Resale Customers approved a settlement agreement which resolved long pending litigation between the Water Department and thirty water agencies that purchase water on a wholesale basis from the Department for resale to their retail customers. Under the agreement, cost accounting and rate setting shall be divided and based on the distinct costs of providing water services to City retail customers as opposed to "Suburban Resale" customers who purchase water on a wholesale basis. The City sets the wholesale water rates to recover all costs associated with providing water to the Suburban Customers, plus a rate of return on all debt funded assets and future revenue funded assets.

As required by the 1984 settlement agreement, rate increases applied to Suburban Resale Customers, under emergency conditions, shall not exceed the rate increase for City Retail Customers. Consequently, because of the PUC's adopted Water Rationing Program, approved by the Commission in 1988, the increase to Suburban Resale Customers was limited to the 15 percent increase for City Retail Customers. If not for this feature of the settlement agreement between

the City and its Suburban Resale Customers, when emergency conditions were imposed, the increase for such Suburban Resale Customers, on an accounting basis, would have been 33 percent. Because the rate increase was restricted to 15 percent, the revenue received from the Suburban Resale Customers was approximately $4.4 million less than would have been otherwise required under the agreement. This deficit from the Suburban Resale Customers, plus increased estimated operating expenditures required to serve such customers in 1989-90, result in a revenue requirement that justifies a 33.3 percent increase in the new non-emergency (i.e. non-mandatory rationing) water rates for Suburban Resale Customers, according to the PUC's recommended rate schedule (the subject of Item 2, File 142-89-1.1).

5. Proposed rate schedules for the City's retail customers.

Billings for retail customers of the Water Department are comprised of a service charge (depending on the size and type of water meter), and a charge for water delivered, based on usage, measured in hundreds of cubic feet of water. For such retail customers, differential rates apply depending on whether the customer is located within or outside the City and County of San Francisco.

The vast majority of the Department's revenue is derived from usage charges based on water delivered. Water Department retail customers located within the City will pay $0.587 per 100 cubic feet under the proposed rate schedule, the same rates that exist now. Retail customers located outside of the City will pay $0.554 per 100 cubic feet of water delivered, as they do now. Of the total number of Water Department retail customers, 99.7 percent or approximately 138,000 customers are located within the City and County, and 0.3 percent or 413 retail customers are located outside the City.

The table on the next page illustrates the effect of the existing and proposed charges to Retail Customers located within the City as compared to the 1986 rates (which were initially adopted in 1984 and continued at 1984 levels in 1986) that existed prior to last year's 15 percent increase. (Note that the proposed charges and existing charges for the City Retail Customers are identical since no rate increase is proposed by this legislation. If the "Sunset" clause is effected by disapproval of the proposed rate schedules, then the rates would revert to the 1986 charges shown in the table.)

Effect of Proposed Water Rate Increases on Monthly bills of Typical San Francisco Retail Customers

Type	Consumption (in 100 cu.ft.)	Charge at 1986 rates	Existing Charge*	Monthly Increase	Percent Increase
Small Single Family	3	$ 3.03	$ 3.46	$ 0.43	14.19%
Average Single Family	7	5.07	5.81	0.74	14.60%
Large Single Family	15	10.00	11.41	1.41	14.10%
12 Unit Apartment	50	27.60	31.66	4.06	14.71%
Large Apartment	525	310.25	356.58	46.33	14.93%
Apartment Complex	3,802	2,024.07	2,328.57	304.5	15.04%
Apartment Complex	12,353	6,355.48	7,323.81	968.33	15.24%
Apartment Complex	34,124	17,636.99	20,224.39	2587.40	14.67%
Residential Hotel	884	472.09	543.11	71.02	15.04%
Large Office Building	983	543.83	625.42	81.59	15.00%
Department Store	2,199	1,163.99	1,339.21	175.22	15.05%
Hotel	7,811	4,068.66	4,681.86	613.2	15.07%
Hospital	3,873	2,060.28	2,370.25	309.97	15.05%

* Same as proposed rates.

6. Water Department Enterprise Fund Projections

The Attachment to this report shows the Water Enterprise Fund actual (for 1987-88) and projected (for 1988-89 and 1989-90) revenues, expenditures and unappropriated balances. The projections for the current, 1988-89 fiscal year differ significantly from the projections for 1988-89 provided by the PUC during the rate review conducted in May of 1988. The table on the following page shows the major differences.

Comparison of PUC Water Fund Projections for Fiscal Year 1988-89
(in $ millions)

Date of Projection :	Made in May, 1988	Made in May, 1989	Increase (decrease)
Beginning Surplus	$10.37	$7.18	($3.19)
Beginning Suburban Balancing Account	0	1.96	1.96
1988-89 Revenue	59.65	71.64	11.99
Total Sources	$70.02	$80.78	$10.76
1988-89 Operating Expenditures	$57.03	$57.44	$0.41
1988-89 Capital Expenditures	8.99	16.79	7.80
Ending Suburban Balancing Account	0	(4.10)	(4.10)
Unappropriated Balance	4.00	10.65	6.65
Total Uses	$70.02	$80.78	$10.76

Total projected 1988-89 Water Fund sources increased due to unanticipated revenue for excess water use charges of $7.8 million, and $3.12 million for the sale of excess land which previously had been expected to be credited to the prior 1987-88 fiscal year (thus reducing the anticipated beginning surplus) and a $1.96 million larger than expected beginning suburban balancing account surplus. Total expenditures were greater than expected due to higher appropriations for capital projects. The ending unappropriated balance therefore is projected to be $10.65 million, compared to a previously projected balance of $4.0 million.

As can be seen by further review of the Attachment to this report, the PUC projects the following financial activity for the Water Fund in 1989-90 (note that the 1989-90 expenditures represent estimated actual spending by the Water Fund).

PUC Water Fund Projections for 1989-90
(in $ millions)

Beginning Surplus	$ 10.65
Beginning Suburban Balancing Account	(4.10)
1988-89 Revenue	75.5
Total Sources	$ 82.05
1988-89 Operating Expenditures	$ 60.35
1988-89 Capital Expenditures	20.84
Ending Suburban Balancing Account	0
Unappropriated Balance	0.86
Total Uses	$ 82.05

Comments

1. Charter Section 6.407-1(b) permits the transfer of Unappropriated Water Department Revenue funds to the General Fund in accordance with Charter Section 6.407(e). Charter Section 6.407(e) states the following:

> If any accumulation in the surplus fund of any utility shall, in any fiscal year, exceed 25 percent of the total expenditures of such utility for operation, repairs and maintenance for the preceding fiscal year, such excess may be transferred by the Board of Supervisors to the General Fund of the City and County, and shall be deposited by the Commission with the Treasurer to the credit of such General Fund.

In accordance with Charter Section 6.407(e), the Board of Supervisors transferred $5.0 million from the Water Fund to the General Fund in fiscal year 1987-88. In the previous fiscal year (1986-87) the Board of Supervisors transferred $8.9 million.

2. The following calculation shows that approximately $287,354 could be transferred to the General Fund using the PUC's financial projections for fiscal years 1988-89 and 1989-90.

1988-89 Year End Surplus (estimated)	(1)	$ 10,654,168	
1987-88 Actual Operating Expenditures, less projected capital expenditures	(2)	$ 41,467,256	*
25 percent of 1987-88 Actual Expenditures	(3)	10,366,814	
Amount of surplus that can be transferred to the General Fund	(1 - 3)	$ 287,354	

* Actual operating expenditures differ slightly from amounts shown on the Attachment to this report since they are taken from the Controller's BPREP report instead of the PUC's Water Fund Balance reports.

The amount that may ultimately be transferred will depend on the actual 1988-89 surplus as certified by the Controller and which may vary somewhat from the Department's current projections.

The Board of Supervisors may make such a transfer of Water Department surplus funds without any further approval by either the Mayor or the Public

Utilities Commission. However, it should be noted that the Department projects the use of the Beginning Surplus funds as a source of funds for 1989-90 operating expenditures and capital projects. Therefore, in order to transfer any part of or all of the amount indicated above as estimated, the Board of Supervisors will have to reduce the Mayor's recommended budget for the Water Department by an equivalent amount or more.

3. Projected 1989-90 Water Fund Revenues and Expenditures shown on page 5 represent estimated actual amounts as developed by the Water Department and the PUC. Key features of these projections are:

- No transfer of Water Department Funds to the General Fund.

- A large estimated capital expenditure which the Water Department maintains that will be necessary to restore capital projects that were deferred in prior years.

- Continued funding of operating expenditures for the Department's Water Conservation Program in a reduced form for 1989-90 since mandatory rationing has ended.

  (Note: A supplemental appropriation in the amount of $266,994 for continuation of the Water Conservation Program for the remainder of 1988-89 has recently been referred to the Finance Committee for consideration. The Budget Analyst will report separately on the amount required to fund the reduced water conservation program, resulting from the elimination of mandatory rationing, and on the Water Department's proposed budget for water conservation in the 1989-90 fiscal year.)

- An extremely small estimated 1989-90 year-end Unappropriated Balance of $860,000 (In 1988-89 the latest estimated year-end balance is $10,650,000). Due to the low estimated Unappropriated Balance, the Department intends to reserve 1989-90 appropriations for capital projects until actual revenues have been received in an amount sufficient to proceed with the capital projects. Also, should emergency repair expenditures be required, the Department will have to fund such emergency repairs from existing capital appropriations.

4. The Budget Analyst has thoroughly reviewed the Water Department's estimated revenues and expenditures used as the basis for the PUC adopted rate schedules. On the revenue side, we note that the key unknown variable will be the extent to which City and Suburban Retail Customers increase their water usage following the termination of the mandatory rationing program. The Water Department projects a 50 percent restoration of historical usage. If usage returns to pre-rationing levels (a 100 percent restoration of pre-rationing usage) then the Water Department could realize increased revenue amounting to approximately $2.0 million more on an annual basis. If these revenues could be realized with certainty, then the required rates for City and Suburban Retail Customers could be decreased from current levels by between five and ten percent. However, the Budget Analyst does not believe that such revenues will necessarily materialize. We therefore concur with the estimate provided by the Water Department.

5. Our review of estimated expenditures supporting this rate request finds that such estimates are reasonable to fund existing operations, including a significantly reduced water conservation program, and to fully fund the Water Department's capital improvement program. To reduce such expenditures, a policy decision to reduce Water Department operations services will have to be made or the Department's capital improvement program will have to be deferred. We also note that the Water Department projects an extremely low year-end Unappropriated Balance for the 1989-90 fiscal year of approximately $860,000. This Unappropriated Balance, or "surplus" is essentially a reserve against contingencies that may arise during the year and could easily be consumed by emergency repair requirements. As a general rule of thumb, approximately $250,000 will have to be eliminated from the Department's projected expenditures for every one percent reduction in water rates for City and Suburban Retail Customers. As previously noted, the Budget Analyst will review the requested expenditures for the Water Department in the forthcoming 1989-90 budget review.

Recommendations

1. Approve Items 1 and 3 finding that adoption of the proposed rate schedules would not result in the need for a tax subsidy.

2. Disapprove Items 2 and 4, which would approve the PUC adopted rate schedules for City and Suburban Retail Customers and Suburban Resale Customers. This action would result in a 33.3 percent rate increase charged to Suburban Resale Customers and no increase in rates for City and Suburban Retail Customers.

	Actual and Projected Water Department Enterprise Fund Revenues, Expenditures and Unappropriated Balances								
	Actual 1987-88			Projected 1988-89			Projected 1989-90		
	City	Suburban Resale	Department Total	City	Suburban Resale	Department Total	City	Suburban Resale	Department Total
Beginning surplus	$16,619,821		$16,619,821	$7,181,254		$7,181,254	$10,654,168		$10,654,168
Beginning balance-suburban resale balancing account		$4,795,322	4,795,322		$1,959,481	1,959,481		$ (4,096,984)	(4,096,984)
Sale of Water	27,209,865	26,558,814	53,768,679	27,672,882	22,528,300	50,201,182	29,000,000	36,000,301	65,000,301
Excess Use Charges				7,500,000	300,000	7,800,000	0		0
Rents	3,246,412		3,246,412	3,380,000		3,380,000	3,400,000		3,400,000
Interest	4,653,779		4,653,779	4,530,000		4,530,000	4,500,000		4,500,000
Service Charges	2,567,689		2,567,689	2,210,000		2,210,000	2,200,000		2,200,000
Sale of Land	1,114,455		1,114,455	3,120,422		3,120,422	0		0
Miscellaneous	721,391		721,391	400,000		400,000	400,000		400,000
Total Revenue	39,513,591	26,558,814	66,072,405	48,813,304	22,828,300	71,641,604	39,500,000	36,000,301	75,500,301
Total Sources	$56,133,412	$31,354,136	$87,487,548	$55,994,558	$24,787,781	$80,782,339	$50,154,168	$31,903,317	$82,057,485
Budgeted Expenditures									
Operating	$29,118,567	$12,218,137	$41,336,704	$32,748,846	$11,891,804	$44,640,650	$34,373,383	$13,432,268	$47,805,651
Purchase of Water-Hetch Hethcy	4,553,765	3,023,235	7,577,000	6,632,553	2,949,447	9,582,000	6,256,721	3,325,279	9,582,000
Debt Service	5,042,109		5,042,109	2,397,505		2,397,505	2,231,717		2,231,717
Capital Projects	19,050,000		19,050,000	16,788,000		16,788,000	20,839,000		20,839,000
Facilities Maintenance	341,000		341,000	817,000		817,000	739,140		739,140
Transfer to General Fund	5,000,000		5,000,000						
Total-Budgeted.Exp.	63,105,441	15,241,372	78,346,813	59,383,904	14,841,251	74,225,155	64,439,961	16,757,547	81,197,508
Non-Budgeted Expenditures									
Suburban Depreciation Cost	(2,686,528)	2,686,528	0	(2,963,158)	2,963,158	0	(2,964,066)	2,964,066	0
Suburban rate of return cost	(11,466,755)	11,466,755	0	(11,217,520)	11,217,520	0	(11,894,915)	11,894,915	0
Interest- Suburban account	0	0	0	137,164	(137,164)	0	(286,789)	286,789	0
Total-Non Budgeted Exp.	(14,153,283)	14,153,283	0	(14,043,514)	14,043,514	0	(15,145,770)	15,145,770	0
Total Expenditures	$44,754,458	$17,200,853	$78,346,813	$45,340,390	$28,884,765	$74,225,155	$49,294,191	$31,903,317	$81,197,508
Ending balance-suburban resale balancing account		$1,959,481	$1,959,481		$(4,096,984)	$(4,096,984)		$0	$0
Unappropriated balance			$7,181,254			$10,654,168			$859,977
Total Uses			$87,487,548			$80,782,339			$82,057,485

Item 5 - File 28-89-7

Department: Department of Public Works (DPW)
Clean Water Program

Item: Emergency resolution - Section 6.30 of the Administrative Code states that approval by the Board of Supervisors is required for emergency expenditures in excess of $25,000.

Amount: $58,199

Source of Funds: Clean Water Program Repair and Replacement Fund

Description: The Director of Public Works and CWP has declared that an emergency exists due to a severely cracked 10-inch sewer on Stevenson Street east of 3rd Street, which is on the verge of collapse.

Mr. Henry Anderson, Senior Civil Engineer of DPW, reports that the condition of the sewer poses a potential health and safety hazard. However, preliminary efforts by DPW to repair the sewer have been delayed due to underground utility pipes that are blocking access to the damaged area of the sewer. These utility pipes are owned by Pacific Gas and Electric, P. G. & E. Steam and Pacific Telesis.

According to Mr. Anderson, DPW's original repair plans called for the installation of a lining inside the sewer which would have required the removal of Pacific Gas and Electric, P.G. & E Steam and Pacific Telesis' utility pipes. Such removal would have caused a disruption in service for these utility companies. In order to avoid this disruption in service, the three utility companies requested that DPW reroute the sewer line as opposed to repairing the damaged section. DPW has agreed to this request.

The proposed legislation includes an amount of $58,199 as the estimated cost to repair the sewer. According to Mr. Anderson, this estimated cost was based on DPW's original plans to install a lining in the sewer. DPW now estimates that the cost to reroute the sewer line will be as follows:

Contract Amount	$ 70,000	
Contingencies	30,000	*
Cleanwater Sewer Design	15,000	
Total	$115,000	

*DPW reports that this $30,000 for contingencies is higher than the normal ratio of 10 percent of the contract amount because it is too early in the process for DPW to accurately project the costs to reroute the sewer.

Comments:

1. In accordance with Section 6.30 of the Administrative Code, Mr. Anderson advises that, due to the emergency nature of the project, DPW will use an accelerated bid procedure to retain a contractor to do the necessary work. Mr. Anderson anticipates that a request for bids will be issued within two weeks and that a contract would be awarded within a month after the bids have been issued. Repair work on the sewer would get underway within two weeks after the contract has been awarded.

2. According to Mr. Anderson, it is for the benefit of Pacific Gas and Electric, P.G. & E and Steam and Pacific Telesis that the sewer line is scheduled to be rerouted. Therefore, Mr. Anderson reports that the three utility companies will be required to pay the difference in cost between the cost of installing a lining in the sewer and the cost of rerouting the sewer line. The companies would be required to commit to this payment obligation in writing, prior to the work being completed, according to Mr. Anderson. This difference in cost is $56,801 ($115,000 less $58,199).

3. Since the proposed legislation includes an estimated amount of $58,199 to fund the cost of repairs to the sewer and DPW now estimates that the cost of repairs would total $115,000, the legislation should be amended to reflect $115,000 instead of $58,199. In addition, the legislation should be amended to include the provision that Pacific Gas and Electric, P.G. & E. and Steam and Pacific Telesis would be required to pay the difference in cost between the cost of installing a lining in the sewer and the cost of rerouting the sewer line.

Recommendations:

1. Amend the proposed resolution to reflect $115,000 instead of $58,199 as the estimated cost of the sewer repairs.

2. Amend the proposed resolution to require that Pacific Gas and Electric, P. G. & E. and Steam and Pacific Telesis would be required to pay the difference in cost between the cost of installing a lining in the sewer and the cost of rerouting the sewer.

3. Approve the proposed legislation as amended.

Item 6 - File 97-89-14

Note: This item was continued by the Finance Committee at its meeting of May 3, 1989, pending the review and comment on the proposed legislation by the Animal Control and Welfare Commission.

Department: Chief Administrative Officer

Item: Ordinance amending the City's Municipal Code (Administrative Code) by deleting Section 16.9 of Chapter 16, Article I, regarding designation of the Poundkeeper. Amending Sections of the San Francisco Municipal Code (Health Code) to: (1) establish an Animal Care and Control Department under the jurisdiction of the Chief Administrative Officer; (2) add two members to the Commission of Animal Control and Welfare; and (3) increase and add fees and deposits. Amending Section 10.169-6 of the San Francisco Administrative Code to establish a $2,000 Cash Revolving Fund for the Animal Care and Control Department.

Description: 1. The proposed legislation would provide the necessary administrative guidelines and regulations pertaining to the new City-operated Animal Care and Control Program. In general, the proposed ordinance would amend the San Francisco Municipal Code (Health Code and Administrative Code) to: (a) create an Animal Care and Control Department under the Chief Administrative Officer; (b) permit the new Department to conduct business and collect fees; and (c) update the legislation to reflect current animal control procedures.

2. Specifically, Sections 41 through 41.5 of Part II Chapter V, Article I of the San Francisco Municipal Code (Health Code) would:

(1) Authorize the establishment of the Animal Care and Control Department under the Chief Administrative Officer.

(2) Permit the Chief Administrative Officer to appoint an Animal Control Officer to serve as the Director of the Animal Care and Control Department and define the duties of said Officer.

(3) Provide that the Animal Care and Control Department will have the following functions: (a) to operate an animal shelter; (b) to provide nourishment and medical care for animals in its care; (c) to enforce any ordinances and laws that pertain to the care and control of animals; (d) to charge and collect fees, fines and deposits as required by any ordinances and laws that pertain to the care and control of animals; and (e) to carry out the duties and functions of the Animal Control Officer as defined in any ordinances and laws pertaining to the care and control of animals.

(4) Increase the representation on the Animal Control and Welfare Commission by two members from nine members to eleven members. One of the two new members would be a public member at-large. The other new member would be the Director of the Animal Care and Control Department. Permit the Commission to make recommendations directly to the Chief Administrative Officer.

3. Section 41.9 of Part II, Chapter V, Article I of the San Francisco Municipal Code (Health Code) would provide for the sale of animals which have been impounded or taken into custody by the Animal Control Officer as follows:

Fees for Sale of Animals:	
Each dog	$3.00
Each cat	$3.00
Each hoofed animal	$25.00
Each rabbit, bird or other small animal	$3.00

Section 4.10 of Part II, Chapter V, Article I of the San Francisco Municipal Code (Health Code) would establish the following fee schedule for the Animal Care and Control Department:

(1) Owner Redemption Fees:

Each dog	$15.00
Each cat	$10.00
Each hoofed animal	$25.00
Each rabbit, bird or other small animal	$5.00

(2) Owner Surrender Fee:

Each animal not in a litter of four months or younger	$20.00
Each litter of animals four months or younger	$20.00

In the event that the Animal Control Officer determines that payment of the redemption or surrender fees would cause extreme financial hardship to an owner, the Animal Control Officer may waive said fees. This waiver does not apply to fees for the sale of animals.

(3) Voluntary Lifetime Cat Registration Fee:	$ 5.00

(4) Spay/Neuter Deposit Fee:

Each dog	$20.00
Each cat	$20.00

(5) Rates Per Day for the Provision of Food and Animal Care:

Each dog	$ 2.00
Each cat	$ 2.00
Each hoofed animal	$ 5.00
Each rabbit, bird or other small animal	$2.00

4. All of the proposed fees are at the same level as those currently charged by the San Francisco Society for the Prevention of Cruelty to Animals (SPCA) with the exception of the following: the Redemption Fee for cats was increased from eight to ten dollars and for other small animals from one to five dollars; rates per day for the provision of food and animal care were increased from one dollar and fifty cents to two dollars for cats and for other small animals from one dollar to two dollars. According to Mr. Carl Friedman, Director of the Animal Care and Control Program, these increases in fees better reflect the actual cost of care given to the animals in these categories. For extraordinary care or expense provided for an animal, an additional fee consisting of the actual expense incurred would also be charged.

5. Mr. Fred Weiner of the Office of the Chief Administrative Officer reports that an estimated total amount of $138,000 in fees will be collected annually. A balance of approximately $1.5 million will be required in General Fund monies to fund the Animal Care and Control Department's total annual operating budget of approximately $1.6 million. Such funds would be included in the Department's 1989-90 budget request. As previously reported, the current contract with the SPCA for FY 1988-89 is $1,790,000. Assuming an increase of ten percent for fiscal year 1989-90 (less than the average of the last five years) the contract cost with the SPCA would have been $1,969,000.

6. Section 5, Chapter 10, Article XV of the San Francisco Administrative Code would be amended to add Section 10.169-6 which would establish a Cash Revolving Fund for the Animal Care and Control Department in the amount of $2,000. This fund would be used for emergency repairs, purchase of specialty food and pet supplies and a petty cash fund. The $2,000 for this Cash Revolving Fund would be included in the Department's 1989-90 budget request.

Comments:

1. Mr. Carl Friedman, Director of the Animal Care and Control Program reports that the Animal Control and Welfare Commission has met and reviewed the proposed legislation. Based on their review, the Commission voted unanimously to approve the proposed legislation provided, that the owner surrender fees were deleted from the legislation and, if any funds are to be collected from owners in this regard, that it be done on the basis of voluntary donations. An owner surrender fee is charged when owners decide to give their pets to the Animal Control Shelter.l

2. As of the writing of this report, an amendment of the whole to this proposed legislation was being prepared by the City Attorney's Office. This amendment is to address the following changes in the proposed legislation:

(a) The addition of language to establish July 1, 1989 as the effective date of the proposed legislation;

(b) The deletion of references to the owner surrender fees; and

(c) The establishment of a Special Fund entitled the Animal Welfare Fund for the purpose of depositing any donations made in lieu of owner surrender fees.

3. Mr. Friedman reports that of the estimated $138,000 to be collected annually in fees, $50,000 was projected to come from the owner surrender fees. Mr. Friedman advises that if the owner surrender fees are deleted from the legislation and replaced with voluntary donations, the $50,000 originally estimated for this category of fees would decrease. Mr. Friedman adds that he is unable, at this time, to project the amount of decrease in funds, given the uncertainty regarding the level of funds that would be collected on a voluntary basis. General Fund revenues would need to be appropriated to make up for any decrease in fee revenues.

Recommendations:

1. Approval of the pending amendments related to deletion of owner surrender fees is a policy matter for the Board of Supervisors.

2. Approve the ordinance.

Memo to Finance Committee
May 17, 1989

Item 7 - File 100-89-6

This is a request to consider terminology used relative to the City's General Fund budget. Specifically, various questions have arisen with respect to the use of the term "surplus" and the term "budget deficit". The following presents a brief description of the definitions used by the Controller, the Mayor's Office and the Budget Analyst in connection with the budget process.

Year End Surplus

Year end surplus results from a combination of actual revenues, such as sales taxes, property taxes and fees, that exceed budgeted revenues and/or actual expenditures, such as salaries, materials and supplies and equipment that are less than budgeted expenses. This combination of more actual revenues and/or less actual expenditures than had been budgeted results in a year-end surplus as of June 30 of each year. This year end surplus is then used as a revenue source, together with all other City revenues including taxes and fees, to balance the City's next fiscal year budget and/or to increase the General Reserve.

Revenues Appropriated to the General Reserve

The Mayor's Office is responsible for balancing the City's annual budget by identifying revenues which are sufficient to fund all proposed expenditures. Revenues which are in excess of expenditures identified in the budget are appropriated to the City's General Reserve. The monies deposited in this General Reserve are available for any legal expenditure of the City and County subject to certification that the funds are available by the Controller and subject to appropriation by the Mayor and the Board of Supervisors. Appropriations from this General Reserve would normally be made in the form of supplemental appropriation requests submitted by City and County Departments and recommended by the Mayor during the fiscal year.

Projected Budget Deficits or Budgetary Shortfalls

The Controller and the Budget Analyst, often working jointly with the Mayor's Office, have provided periodic reports to the Mayor and the Board of Supervisors projecting both anticipated revenues and the amount of expenditures which will be needed for the next fiscal year in order to maintain the level of services which are being provided in the present fiscal year, and to adjust expenditures as required by local, state, or federal law and/or court orders. If such projected expenditures exceed the projected revenues, that difference, as reported by the Controller, the Budget Analyst and the Mayor's Office, represents the projected budget deficit or budgetary shortfall for the City's next fiscal year budget. Since the Mayor's recommended budget must be balanced when the budget is transmitted by the Mayor to the Board of Supervisors by no later than June 1 of each year, the previously reported projected budget deficit is always eliminated by specific actions which were subsequently taken by the Mayor and the Board of Supervisors after having received the projected budget deficit report from the Controller, the Budget Analyst and the Mayor's Office. These actions

include a reduction in expenditures (cutting the requested budget requests), an increase in revenues (raising taxes and or fees), or a combination of both actions.

Comment

The Mayor's Office and the Controller's Office have reviewed these descriptive definitions used in connection with the City's budget process.

Item 8 - File 101-88-122

Department: Superior Court

Item: Supplemental Appropriation Ordinance

Proposed Expenditure: Projected budgetary shortfall in Fees and Compensation account that funds mandated services.

Amount: $464,553

Source of Funds: General Fund-Unappropriated Revenue Reserved.

Description: The Superior Court has projected a budgetary shortfall through the end of the 1988-89 fiscal year (June 30, 1989) in their Fees and Compensation account based on actual expenditures from July 1, 1988 through February 28, 1989. The Fees and Compensation account is used to pay for services that are necessary to operate the Superior Courts as mandated by State Law. The projected 1988-89 total for these expenditures is as follows:

	Actual Expenditures 7/1/88-2/28/89	Projected Expenditures 3/1/89-6/30/89	Total Projected Expenditures 1988-89
Criminal and Juvenile Attorney Fees, Interpreters, Probable Cause Hearings, Discovery Materials Needed by Dept. of Social Services	$1,590,980	$795,511	$2,386,491
Expert Witness, Psychiatrist, Criminal and Grand Jury and Consultant Fees	426,313	213,157	639,470
Visiting Judge	32,859	16,430	49,289
Pro Tem Court Reporter	303,399	168,904	472,303
Total	$2,353,551	$1,194,002	$3,547,553

The net funding available in the Superior Court budget and the projected shortfall are as follows:

1988-89 Budget Appropriation	$3,100,000
Add Trial Court Funding Act Supplemental	70,000
Deduct Transfer to Pay Sequestered Jury's Hotel and Food Costs	(87,000)
Net 1988-89 Budget Appropriation	$3,083,000
Projected 1988-89 Expenditures	3,547,553
Projected Budgetary Shortfall-Subject of Proposed Supplemental Appropriation Ordinance	$464,553

Analysis: More current (through April 1989) and more detailed Superior Court expenditure data obtained by the Budget Analyst for calculating the projected budgetary shortfall in the budget for mandated services paid through the Fees and Compensation Account is as follows:

	Actual Expenditures 7/1/88-4/30/89	Projected Expenditures 5/1/89-6/30/89	Total Projected Expenditures 1988-89
Criminal Attorney Fees	$964,658	$192,932	$1,157,590
Juvenile Attorney Fees	821,265	164,254	985,519
Interpreters	112,783	22,557	135,340
Probable Cause Hearing	29,292	14,656	43,948
Discovery Material Needed by Dept. of Social Services	6,918	-	6,918
Expert Witnesses	10,972	2,194	13,166
Psychiatrists	65,500	13,100	78,600
Criminal and Grand Jury Fees	435,423	87,085	522,508
Consultant Fees	17,144	3,428	20,572
Visiting Judges	40,428	10,107	50,535
Pro Tem Court Reporters*	355,260	118,220	473,480
Total	$2,859,643	$628,533	$3,488,176

* Actual expenditures are based on only nine months (7/1/88 & 3/31/89) and therefore, projected expenditures are for three months (4/1/89-6/30/89).

The Superior Court has also revised the reported budget appropriation numbers which are compared to the revised expenditure projection below:

1988-89 Budget Appropriation	$3,100,000
Add Trial Court Funding Act Supplemental Appropriation	55,000*
Deduct Transfer to Pay Sequestered Jury's Hotel and Food Costs	(87,000)
Net 1988-89 Budget Appropriation	$3,068,000
Projected 1988-89 Expenditures	3,488,176
Revised Projected Budgetary Shortfall	$420,176

* $55,000 is the actual amount approved for Fees and Compensation by the Board of Supervisors. The $70,000 used initially for the proposed Supplemental Appropriation Ordinance computations included $15,000 ($70,000 less $55,000) that was erroneously credited to the Fees and Compensation account.

Based on the revised projected budgetary shortfall of $420,176 the proposed Supplemental Appropriation Ordinance should be reduced by $44,377 from $464,553 to $420,176.

Recommendation: Amend the proposed Supplemental Appropriation Ordinance to reduce the requested amount by $44,377 from $464,553 to $420,176 and approve the proposed Supplemental Appropriation Ordinance as amended.

Memo to Finance Committee
May 17, 1989

Item 9 - File 101-88-123

Department: Department of Public Works (DPW)
Clean Water Program (CWP)

Item: Supplemental Appropriation Ordinance

Amount: $15,276,941

Source of Funds:

1976 Sewer Revenue Bond Surplus	$12,097,269
Federal and State Grants	3,179,672
Total	$15,276,941

Description:

1. The Sunnydale Facilities, as identified in the City's Master Plan for Wastewater Management, is one of a series of projects to control combined sewer overflows on the bayside portion of the City (see Attachment 1). This project will correct the problem of wet weather combined sewage and rainwater overflow into the Bay at Candlestick Cove by controlling the drainage in the southeast corner of the City.

2. Presently, the drainage from the area is collected by combined sewers, and, during dry weather, is intercepted in a pipe and flows north through existing sewers to the Southeast Water Pollution Control Plant for treatment and eventual discharge into the Bay. However, when rainfall exceeds about 0.02 inches per hour, the dry weather system is exceeded, which results in overflows to the Bay. These overflows occur on an average of 43 times per year, which are in violation of requirements set forth by the San Francisco Regional Water Quality Control Board (RWQCB). The RWQCB is requiring the City to design and construct the Sunnydale facilities to achieve a long term average of one overflow per year, and to begin the construction by August 1, 1989 for project completion by November 1, 1991, a 27-month period.

3. The Sunnydale Facilities will consist of a 1,667 foot long 20-foot wide by 30 foot deep transport/storage structure with a 5.7 million gallon storage capacity, a 50 million gallon per day pump station, a 42-inch and 66-inch diameter force mains, and two control structures. The transport storage structure would be constructed alongside Harney Way, partially in Federal tidal waters under the jurisdiction of the Bay Conservation and Development Commission (BCDC). It would start south of the Candlestick Point State Recreation Area and extend to a point just south of the existing Sunnydale combined sewer outfall across the county line in San Mateo County. Control structures would be located at the existing Sunnydale outfall and near the intersection of Alana Way and Harney Way. The pump station would be constructed at the southern end of the transport/storage structure. The 42-inch diameter portion of the force main would extend from the pump station and would parallel the transport facility to the Alana Way control structure. The 66-inch diameter portion of the force main would proceed from the Alana Way control structure to the existing Candlestick sewage transport tunnel. These facilities would be primarily underground. A landscaped berm would cover half of the upper surface of the transport storage structure, with the remaining portion to be used as a foot path and access for service vehicles (see Attachment 2).

Project Budget:

Project Cost	Grant Eligible Costs	Grant Ineligible Costs	Total Costs
Construction	$18,355,000	$994,500	$19,349,500
Non-construction	1,949,300	0	1,949,300
Contingency	1,015,215	919,735	1,934,950
BCDC Mitigation	0	55,500	55,500
Total Budget	$21,319,515	$1,969,735	$23,289,250

Because the project is in tidal waters under the jurisdiction of the Federal government, the Bay Conservation and Development Commission (BCDC) has required the City to establish a $55,500 mitigation account which would be used to acquire 20,000 sq. ft. equivalency of wetlands that would be eliminated by the project.

Preliminary estimates of the non-construction components are as follows:

Clean Water Program (CWP)	$1,394,370	
Bureau of Engineering (BE)	154,930	
		$1,549,300
Consultant Services (Cost Estimator, Citizen Participation, Archeological Monitoring, Geo-technical Surveys)		400,000
Total Non-Construction Budget		$1,949,300

(The Non-Construction cost estimate is based on a percentage of the construction cost using the experience of CWP for similar projects from prior years.)

Funding Sources: Federal/State/Local Share of Project Cost

Description	Federal/State Grants (33.738% of Eligible Costs)*	Local Share (66.262% of Eligible Costs and 100% of Ineligible Costs)**	Total Revenues
Construction Contract	$6,192,610	$13,156,890	$19,349,500
Non-construction	657,655	1,291,645	1,949,300
Contingency	342,513	1,592,437	1,934,950
Project Ineligible	0	55,500	55,500
Total Project Cost	$7,192,778	$16,096,472	$23,289,250
Existing Appropriation	4,013,106	3,999,203	8,012,309
Additional Appropriation Requested	$3,179,672	$12,097,269	$15,276,941

* Based on total eligible costs of $21,319,515 (33.738% x $21,319,515 = $7,192,778).

** Based on total eligible costs of $21,319,515 and total ineligible costs of $1,969,735 (66.262% x $21,319,515 + ineligible costs of $1,969,735 equals $16,096,472).

Comments:

1. The Sunnydale Facilities Project grant proposal will be incorporated as an amendment into the existing Federal/State grant award for two other projects, Yosemite-Fitch Outfall Consolidation and Griffith Pump Station which are currently under construction. The Federal/State grant proportion for the Sunnydale Facilities Project is 33.738 percent of the total eligible costs which is less than the 67.5 percent share provided for the Yosemite-Fitch and Griffith projects as well as for similar Combined Sewer Overflow (CSO) grants provided in prior years. The reason for this percentage reduction is because of the reduced availability of Federal and State grant funds. This grant amendment will, however, contain a special condition that should additional Federal CSO funds become available, the City will be allowed to apply for additional Federal and State grant funds to increase the Federal/State percentage to 67.5 percent.

2. The current project schedule, which reflects the same target dates set forth by RWQCB Order 88-105, is as follows:

Advertise Project for Bids	April 1989
Receive Bids (due 5/17/89)	May 1989
Begin Construction	August 1989
Complete Construction	November 1989

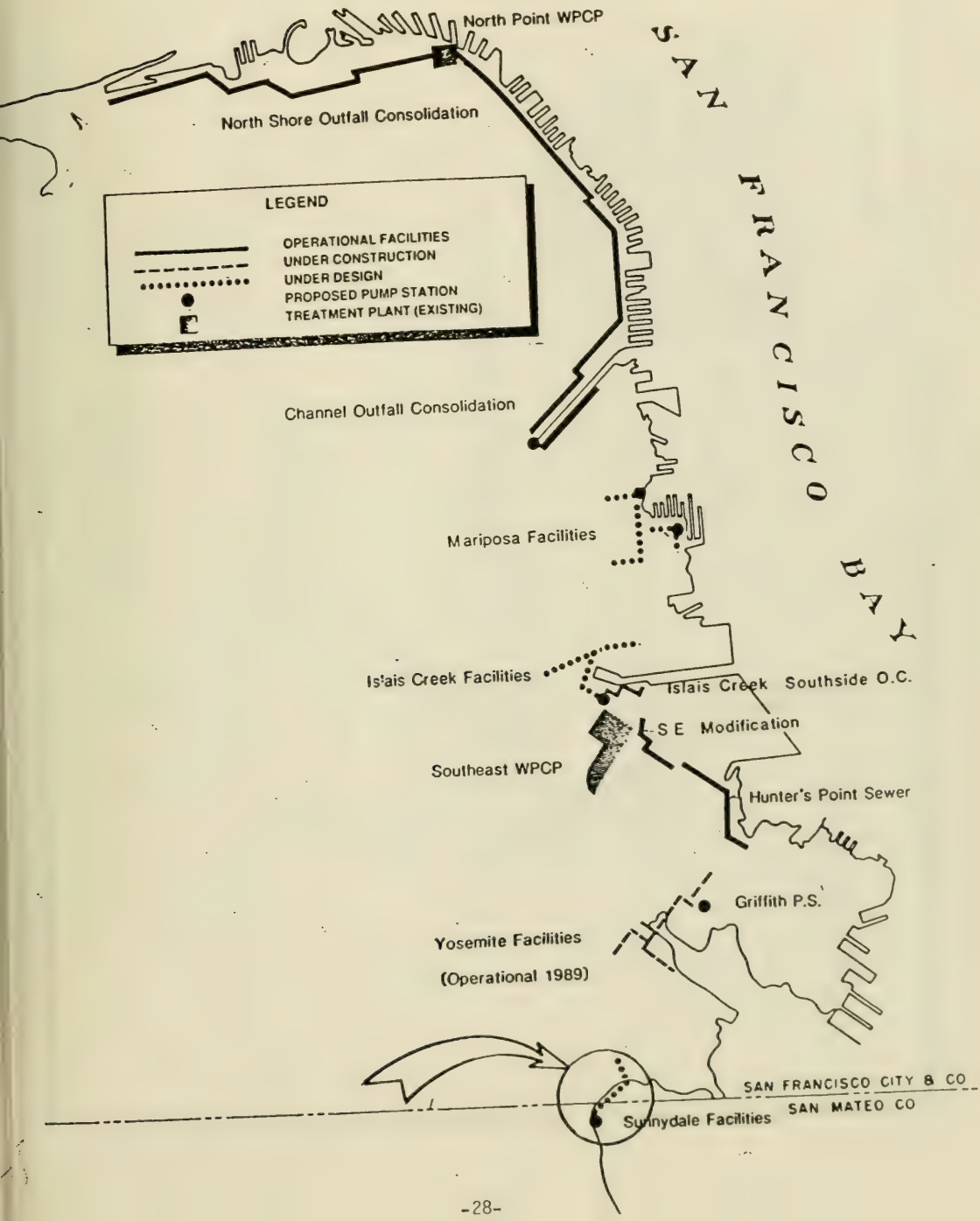
3. Mr. Harold Coffee, Project Manager, advises that sealed bids will be opened on May 17, 1989, and reviewed for the award of the construction contract. Based on (1) this review for the selection of the contractor and (2) the detailing of non-construction budget items, a finalization of the project budget will be completed.

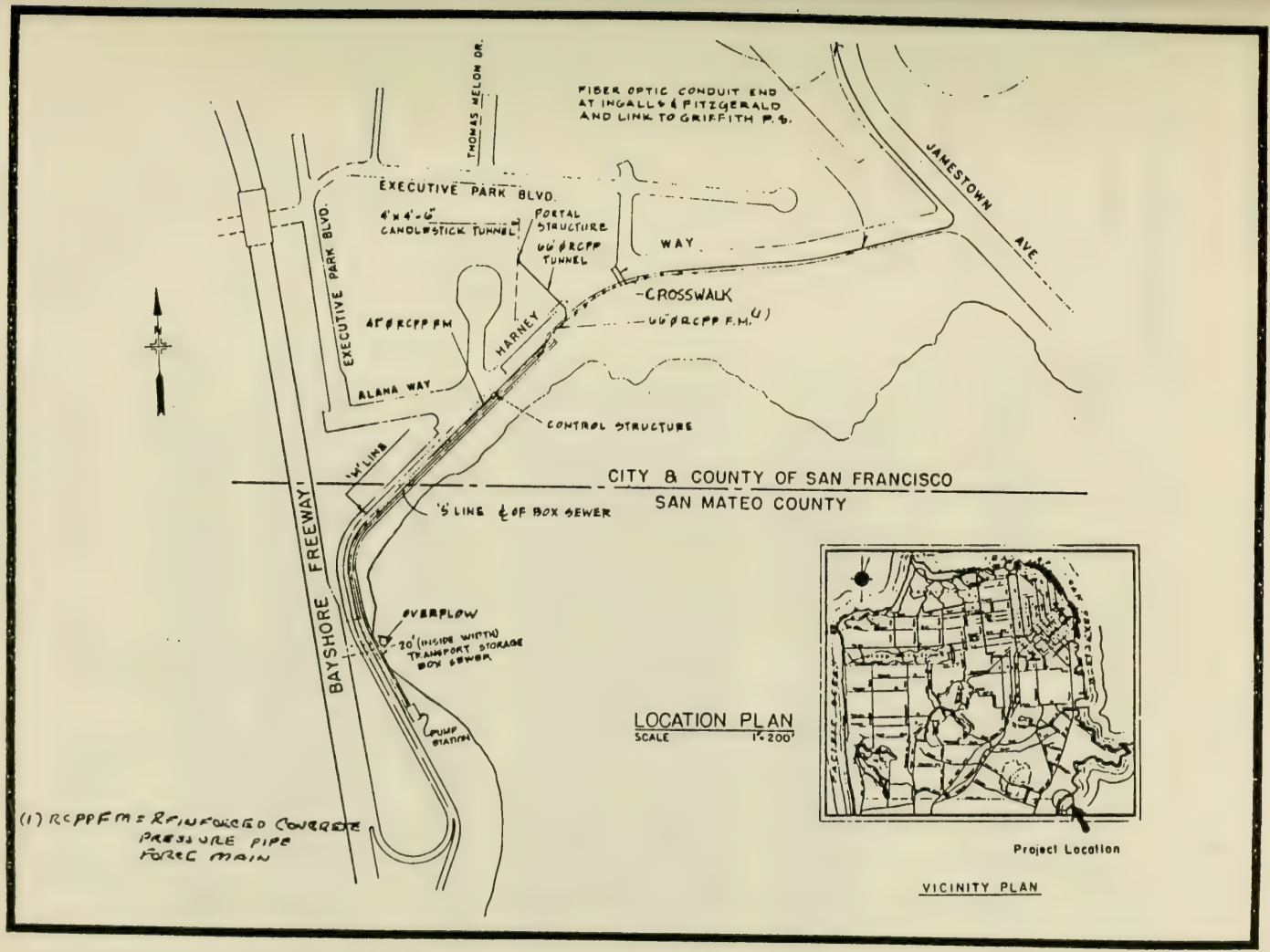
4. According to Mr Robert Hesse of the CWP, the $12,097,269 local share for the Sunnydale Facilities Project to be funded from the 1976 Sewer Revenue Bond Surplus will not have a further impact on the sewer service charge rates for residential users since this project has been factored into the increased rate of 9.8 percent each year for the five year period beginning FY 1988-89, as previously recommended by the Chief Administrative Officer and approved by the Board of Supervisors.

5. Mr. Todd Cockburn, CWP Executive Director, advises that at least 16.1 percent of all funds contracted for this Project will be awarded to MBE/WBE contractors, in accordance with the Federal requirements for major construction projects.

Recommendation: Approve the proposed ordinance.

CSO CONTROL FACILITIES




THOMAS MELON DR.
FIBER OPTIC CONDUIT END AT INGALLS & FITZGERALD AND LINK TO GRIFFITH P.S.
JAMESTOWN AVE.
EXECUTIVE PARK BLVD.
4'x4'-6" CANDLESTICK TUNNEL
PORTAL STRUCTURE
66"ØRCPP TUNNEL
WAY
CROSSWALK
EXECUTIVE PARK BLVD.
42"ØRCPP FM
66"ØRCPP F.M. (1)
HARNEY
ALANA WAY
CONTROL STRUCTURE
'W' LINE
CITY & COUNTY OF SAN FRANCISCO
SAN MATEO COUNTY
'S' LINE ℄ OF BOX SEWER
BAYSHORE FREEWAY
OVERFLOW
20' (INSIDE WIDTH) TRANSPORT STORAGE BOX SEWER
PUMP STATION
(1) RCPPFM = REINFORCED CONCRETE PRESSURE PIPE FORCE MAIN
LOCATION PLAN
SCALE 1"=200'
Project Location
VICINITY PLAN

Item 10 - File 101-88-124

Department: Public Utilities Commission (PUC), Municipal Railway (MUNI)

Item: Supplemental Appropriation Ordinance to fund MUNI Platform Operator Salaries and additional operator training for the remainder of FY 1988-89.

Amount: $350,000

Source of Funds: General Fund - General Reserve

Description:

1. Platform salaries are used to pay the MUNI operators of diesel buses, electric trolley buses, light rail vehicles (streetcars), and cable cars providing public transit service for the City.

2. The 1988-89 City budget for MUNI Platform Salaries is $70,659,317 and is the result of reductions identified in the Mayor's Budget and Supplemental Budget Detail Line Item Explanations, including: (1) elimination of 21 extraboard positions; (2) elimination of 76 positions related to service reductions; (3) reduction of training by 67% (related to service reductions); (4) reduction of Regular Day Off (RDO) pay by 15%; (5) reduction of short term special duty pay by 50%; and (6) reduction of pay for charters.

3. Mr. Carlos Jacobo of the Public Utilities Commission (PUC) confirmed that reductions identified in the current City Budget have been carried out.

Comments:

1. As reported in the Mayor's analysis for this Supplemental Appropriation, MUNI was aware of the potential budget deficiency during November 1988, and was the result of underbudgeting by MUNI staff when the FY 1988-89 operating budget was being developed.

2. Mr. Jacobo advises that $30,213 in sick leave pay for retirees were not considered in the original MUNI FY 1988-89 budget for Platform Salaries.

3. Mr. Fred Howell of the PUC advises that MUNI and PUC staff made several errors in the assumptions supporting the current budget amount for MUNI Platform Salaries, and that corrections have been made to their salaries analysis for FY 1989-90 with the assistance of a computer model. Mr. Howell advises that these corrections are reflected in a proposed increase of $1,400,000 to MUNI Platform Salaries for FY 1989-90.

4. PUC has provided the Budget Analyst with data for Platform Salaries based on a current computer model, projecting total expenditures for Fiscal Year 1988-89. A comparison of the computer model expenditures with the Fiscal Year 1988-89 budget for Platform Salaries is as follows:

Category	($000) Computer Model	($000) 1988-89 Budget	($000) Increase (Decrease) of Computer Model Expenditures Over Budget
Scheduled Service	$55,670	$55,279	$ 391
Regular Day Off (RDO) Overtime	975	1,169	(194)
Guarantees	453	394	59
Report Pay	-	493	(493)
Late Service	228	221	7
	1,656	2,277	(621)
Special Duty - Long Term	793	506	287
- Short Term	1,324	1,019	305
	2,117	1,525	592
Events	123	-	123
Ball Park	378	366	12
Charter Service	-	86	(86)
	501	452	49
Holiday Pay	2,884	2,816	68
Sick Pay	3,124	3,051	73
Vacation Pay	3,842	3,931	(89)
	9,850	9,798	52

Category	($000) Computer Model	($000) 1988-89 Budget	($000) Increase (Decrease) of Computer Model Expenditures Over Budget
Miscellaneous Paid Leave	$530	$ -	$530
Training			
- Retraining	380	341	39
- Mode Training	767	225	542
- New Operators	433	399	34
	1,580	965	615
Supplemental Pay	400	502	(102)
Subtotal	$72,304	$70,798	$1,506
Less CalTrans Payment	200	179	21
Subtotal	72,104	70,619	1,485
Adjustment	-	40	(40)
Totals	$72,104	$70,659	$1,445

Based on our review of the data provided, MUNI would need an additional $1,445,000 for Platform Salaries for Fiscal Year 1988-89.

5. The difference of $1,095,000 between the projected need of $1,445,000 and the $350,000 request represents the amount that the PUC underbudgeted Platform Salaries during the current fiscal year. However, because training classes for the current year were reduced by an estimated $1,095,000 (from nine classes to two classes), subsequent to the budget submission, the requested budget deficiency has been reduced to $350,000.

Recommendation: Approve the proposed ordinance.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Finance Committee
May 17, 1989

Item 11 - File 101-88-125

Department: Juvenile Court

Item: Supplemental Appropriation Ordinance

Amount:

Juvenile Probation Services	
Permanent Salaries - Craft	$28,578
Holiday Pay	2,811
Juvenile Hall	
Permanent Salaries - Craft	1,000
Temporary Salaries	482,656
Log Cabin Ranch	
Temporary Salaries	113,627
Total	$628,672

Source of Funds:

Juvenile Probation Services	
Permanent Salaries - Miscellaneous	$99,017
Retirement	8,230
Juvenile Hall	
Permanent Salaries - Miscellaneous	251,033
Holiday Pay	16,000
Retirement	73,876
Log Cabin Ranch	
Permanent Salaries - Miscellaneous	133,640
Holiday Pay	7,500
Retirement	39,376
Total	$628,672

Description: The Juvenile Court has projected budgetary shortfalls in various Juvenile Court personnel expenditure accounts based on actual expenditures from July 1, 1988, through March 3, 1989. The projected 1988-89 total for these expenditures is as follows:

	Actual Expenditures 7/1/88-3/3/89	Projected Expenditures 3/4/89-6/30/89	Total Projected Expenditures 1988-89
Juvenile Probation Services			
Permanent Salaries - Craft	$73,509	$44,880	$118,389
Juvenile Hall			
Holiday Pay	5,431	969	6,400
Permanent Salaries - Craft	252,312	125,332	377,644
Temporary Salaries	436,154	276,708	712,862
Log Cabin Ranch			
Temporary Salaries	107,508	71,970	179,478
Total	$874,914	$519,859	$1,394,773

Funds appropriated in the Juvenile Court budget for 1988-89 and the projected shortfalls are as follows:

	Budget Appropriation 1988-89	Less Projected Expenditures	Shortfall
Juvenile Probation Services			
Permanent Salaries - Craft	$89,811	$ 118,389	$ 28,578
Juvenile Hall			
Holiday Pay	5,400	6,400	1,000
Permanent Salaries - Craft	374,833	377,644	2,811
Temporary Salaries	230,206	712,862	482,656
Log Cabin Ranch			
Temporary Salaries	65,851	179,478	113,627
	$766,101	1,394,773	$628,672

Comments:

1. Ms. Jeanne Bailey, Acting Business Manager of Juvenile Court reports that the $482,656 projected deficit in the Juvenile Hall Temporary Salaries account is primarily a result of: (1) an approximate 30 percent turnover rate in Juvenile Hall permanent staff (normal turnover rate is 15 percent) which created vacancies that had to be filled on a temporary basis; (2) overcrowding at Juvenile Hall which required hiring additional temporary staff; and (3) a two and one-half month delay in transferring program activities under the West Portal Reception Center (601 Status Offender Program) from Juvenile Hall to Youth Advocates Inc., a

community based contractor. The Juvenile Court had budgeted funds to pay for West Portal Reception Center's eleven permanent positions through December 31, 1988. It was anticipated that Youth Advocates Inc. would assume operation of the Status Offender program on January 1, 1989. Due to administrative delays, Youth Advocates Inc. did not assume operation of the program until March 15, 1989. In order to maintain program continuity during this two and one-half month interim period, eleven staff were paid from temporary salaries by Juvenile Hall to continue operation of the program.

2. According to Ms. Bailey, when counselors at Log Cabin Ranch were threatened with layoffs due to an anticipated lack of funding in the 1988-89 budget, some counselors resigned and some were slow to return to work. Additional temporary staff had to be hired to maintain normal operations resulting in a $113,627 projected deficit in the Temporary Salaries account at Log Cabin Ranch.

Recommendation: Approve the proposed ordinance.

Items 12 and 13 - Files 101-88-117.1 and 101-88-117

Departments: Parking Authority
Real Estate Department

Items: Resolution to adopt the Final Negative Declaration which finds and determines that the proposed acquisition of the site at 735 Vallejo Street for the purpose of constructing an off-street parking facility will have no significant impact on the environment (File 101-88-117.1).

Supplemental Appropriation Ordinance for the Vallejo Street Parking Garage Project (File 101-88-117).

Amount: $5,000,000

Source of Funds: Off-Street Parking Fund

Description: 1. On March 29, 1989, the Board of Supervisors approved a resolution (No. 217-89) urging the Mayor to urge the Parking Authority to take all steps necessary to acquire and develop the property at the southeast corner of Vallejo Street and Churchill Alley for a City parking facility. This resolution also urged the Mayor to approve a supplemental appropriation ordinance using revenues from the Off-Street Parking Fund for acquiring this property.

2. The proposed supplemental appropriation (File 101-88-117) includes the funds to purchase the property located at 735 Vallejo Street (Lots 23 and 25 in Assessor's Block 147), which is situated on the southeast corner of Vallejo Street and Churchill Alley (between Powell and Stockton Streets). This site is proposed for a seven-level 330-space self parking facility with 10,000 to 13,000 square feet of ground floor retail space to be operated by the Parking Authority. The site currently contains a surface parking lot and a two-story parking garage.

3. The City's Central Police Station is directly across the street from the proposed site on Vallejo Street. Above the Police Station is the City-owned 163-space Vallejo Street Garage. Upon completion of the proposed new Vallejo Street parking facility, the Parking Authority would have a total of 493 parking spaces (163 spaces in the current Vallejo Street garage and 330 spaces in the proposed new Vallejo Street garage) in this area. According to a 1986 Neighborhood Parking Plan prepared by the Department of City Planning, the North Beach area, in which the proposed parking facility is to be located, has the second greatest parking problem of any neighborhood in the City.

4. In addition to funding the purchase of the property, the proposed supplemental appropriation of $5 million is intended to provide funding for toxic and soils testing, escrow fees, the preparation of the architectural and engineering design plans, the initial development of the site and other preliminary work toward the construction of the parking facility, including the proposed groundfloor commercial space. The Real Estate Department estimates that all of this work will cost approximately $250,000, although a detailed breakdown of these costs is not currently available. The Real Estate Department also reports that any remaining funds from this $5 million request would be used for the construction phase of the proposed project. The construction is estimated to cost approximately $6.5 million. An additional supplemental appropriation request will be submitted for the construction phase.

5. A Final Negative Declaration, which determined that the proposed purchase of the Vallejo site for a City parking facility would not have a significant impact on the environment, was adopted and issued on July 14, 1988 by the Department of City Planning's Office of Environmental Review. The proposed resolution (File 101-88-117.1) would adopt and incorporate the findings of the Final Negative Declaration by the Board of Supervisors.

Comments:

1. The source of funds for the proposed request is the Off-Street Parking Fund, which receives revenues from parking meters and City lots and parking garages. As of April 30, 1989 the Off-Street Parking Fund had a total balance of $14,291,745. If this request is approved, a balance of $9,291,745 would remain in the Fund.

2. According to Mr. Harry Quinn of the Real Estate Department, based on the City's in-house appraisal, an offer of $3,950,000 was presented to the owner of the parcel on August 24, 1988. This offer was not accepted.

3. It should be noted that the Parking Authority and the Real Estate Department have been interested in purchasing or leasing this site for several years. During this time, the owner of the Vallejo Street parcel has pursued the idea of developing a private parking facility on the proposed site. At present, the owner does not wish to sell the property to the Parking Authority and the Real Estate Department acknowledges that the only way the Parking Authority may be able to obtain the Vallejo Street parcel would be through eminent domain and condemnation proceedings.

4. This would require that the Parking Authority request that the City Attorney draft a resolution of public interest and necessity to acquire the Vallejo Street property for public use. Such a resolution requires a public hearing and approval by the Parking Authority. If approved, the City Attorney would then file an eminent domain lawsuit.

5. At this time, neither the Parking Authority nor the Real Estate Department can provide details on the cost to purchase the proposed property or the costs required to conduct initial architectural and engineering studies. If the Parking Authority is required to enter into condemnation proceedings for the Vallejo Street property, the proceedings do not require that an appropriation of funds be made prior to the proceedings. However, Mr. Andrew Schwartz of the City Attorney's Office reports that it would not be prudent for the Parking Authority to enter into a lawsuit without first appropriating the funds necessary to complete the lawsuit action. In response to inquiries by the Budget Analyst, however, Mr. Schwartz agrees that appropriating the monies, but placing the necessary funds to purchase the property on reserve, would be a practical alternative.

6. The Real Estate Department reports that the Parking Authority will need to conduct toxic testing of the soils prior to acquiring the Vallejo Street property. The owner of the property would be liable for cleaning up the site before any transfer of title occurs. Mr. Quinn estimates that the core soil sampling and toxic testing will cost approximately $50,000 and that this work would need to be completed prior to completion of any condemnation proceedings or transfer of title to the property.

7. It should also be noted that on August 11, 1988, the City Planning Commission determined that the purchase of the Vallejo Street site was in conformity with the Master Plan. However, the City Planning Commission established the following two conditions for this approval:

(1) That the Department of City Planning and the Planning Commission review the design of the proposed parking structure; and

(2) That every feasible effort be made to include housing with the parking structure contemplated for the site.

Mr. Kevin Hagerty of the Parking Authority reports that the Parking Authority intends to submit the proposed parking structure design to the Department of City Planning when the architectural and engineering design plans are completed. In terms of the inclusion of housing on the proposed site, Mr Hagerty reports that this issue will be examined during the architectural and design phase of the project.

8. The City Planning Commission did not act on a request to rezone the property from a 40-X District to a 65-N District, which would enable the proposed parking facility to exceed the current 40 foot height limit on this site. The City Planning Commission felt that it was inappropriate to reclassify the property until a specific parking proposal for the parking garage was presented to the Commission. As discussed above, the Parking Authority plans to submit a more detailed project design for the proposed parking structure to the City Planning Commission. Any proposed rezoning and height change would require approval by the City Planning Commission as well as the Board of Supervisors.

9. The estimated annual revenues from the proposed Vallejo Street Parking Garage facility, including revenues from the commercial space are approximately $1,050,000 annually. If this request of $5 million is approved and an additional $6.5 million is required for construction, the estimated project cost would total $11.5 million. Based on estimated annual revenues of $1,050,000, the project would be paid back within approximately 11 years.

Recommendations: 1. Based on the prior policy decision of the Board of Supervisors, approve the $5,000,000 supplemental appropriation (File 101-88-117). Release $50,000 of the proposed supplemental appropriation to conduct core soil samplings and toxic testing on the Vallejo Street site and reserve the remaining balance of $4,950,000, pending agreement of the owner to sell the Vallejo Street parcel to the City or pending the outcome of any required condemnation proceedings.

2. Approve the proposed resolution adopting the Final Negative Declaration (File 101-88-117.1).

Items 14 and 15 - Files 101-88-118.1 and 101-88-118

Departments: Parking Authority
Real Estate Department

Items: Resolution to adopt the Final Negative Declaration which finds and determines that the proposed acquisition of the site at 2444-2470 California Street for the purpose of constructing an off-street surface parking facility will have no significant impact on the environment (File 101-88-118.1).

Supplemental Appropriation Ordinance for the California Street Parking Project (File 101-88-118).

Amount: $3,500,000

Source of Funds: Off-Street Parking Fund

Description: 1. On March 29, 1989, the Board of Supervisors approved a resolution (No. 218-89) urging the Mayor to urge the Parking Authority to take all steps necessary to acquire and prepare the property at 2450-2470 California Street for an off-street City parking facility. This resolution also urged the Mayor to approve a supplemental appropriation ordinance using revenues from the Off-Street Parking Fund for acquiring this property. A clerical error in this earlier resolution mistakenly cited the property at 2450-2470 California Street, instead of 2444-2470 California Street, the correct location of the proposed property.

2. The proposed supplemental appropriation (File 101-88-118) includes the funds to purchase the property located at 2444-2470 California Street (Lots 9 and 9A in Assessor's Block 635), which is situated on the north side of California Street, between Fillmore and Steiner Streets. This site is proposed for a 60-space metered surface parking lot to be operated by the Parking Authority. The site contains approximately 18,658 square feet and currently contains a two-story auto repair garage and an open lot.

3. According to a 1986 Neighborhood Parking Plan prepared by the Department of City Planning, the Upper Fillmore Neighborhood Commercial District, in which the proposed surface parking lot is to be located, was identified as the sixth highest priority neighborhood area in terms of its severity of parking need. According to Mr. Kevin Hagerty of the Parking Authority, the immediate need is for a surface parking lot for the California Street site. However, if the parking demands in this area increase, a parking garage could be built on this site to accommodate additional parking spaces in the future.

4. In addition to funding the purchase of the property, the proposed supplemental appropriation of $3.5 million is intended to provide funding for toxic and soils testing, escrow fees, demolition of the existing auto repair garage, relocation fees, plans to be developed by the Department of Public Works and preparation of the site for use as an off-street surface parking facility. The Parking Authority estimates that this work, excluding the relocation fees, will cost approximately $400,000, although a detailed breakdown of these costs is not currently available. The relocation costs cannot be determined at this time. According to the Parking Authority, the proposed supplemental appropriation may be sufficient to purchase the property and complete the proposed total project. However, the final purchase price for the property will determine whether any additional funds will be needed to complete the proposed California Street parking project.

5. A Final Negative Declaration, which determined that the proposed purchase of the California Street site for a City surface parking facility would not have a significant impact on the environment, was adopted and issued on October 14, 1987 by the Department of City Planning's Office of Environmental Review. The proposed resolution (File 101-88-118.1) would adopt and incorporate the findings of the Final Negative Declaration by the Board of Supervisors.

Comments:

1. The source of funds for the proposed request is the Off-Street Parking Fund, which receives revenues from parking meters and City lots and parking garages. As of April 30, 1989, the Off-Street Parking Fund had a total balance of $14,291,745. If this request is approved, a balance of $10,791,745 would remain in the Fund. If both this request and the prior supplemental appropriation request (Item 13, File 101-88-117) are approved, a balance of $5,791,745 would remain in the Off-Street Parking Fund.

2. According to Mr. Harry Quinn of the Real Estate Department, based on the City's in-house appraisal, an offer of $2,600,000 was presented to the owner of the California Street parcel in January, 1988. This offer was not accepted.

3. The Parking Authority and the Real Estate Department have been interested in purchasing this site for several years. During this time, the owner of the California Street parcel has informally pursued the idea of developing a high-density mixed use (i.e., residential, commercial, office, parking, etc.) on the proposed site. It should be noted that the Parking Authority is interested in purchasing only two parcels of a total of seven parcels owned by the California Street property owner. Although the Real Estate Department reports that the owner's appraisal is not significantly different than the City's appraisal and offer, the owner does not wish to sell the the two parcels to the Parking Authority without receiving additional severance damage fees. The Real Estate Department acknowledges that the only way the Parking Authority may be able to obtain the California Street property would be through eminent domain and condemnation proceedings.

4. This would require that the Parking Authority request that the City Attorney draft a resolution of public interest and necessity to acquire the California Street property for public use. Such a resolution requires a public hearing and approval by the Parking Authority. If approved, the City Attorney would then file an eminent domain lawsuit.

5. At this time, neither the Parking Authority nor the Real Estate Department can provide details on the cost to purchase the proposed property or the costs required to demolish the existing structure and prepare the property for use. If the Parking Authority is required to enter into condemnation proceedings for the California Street property, the proceedings do not require that an appropriation of funds be made prior to the proceedings. However, Mr. Andrew Schwartz of the City Attorney's Office reports that it would not be prudent for the Parking Authority to enter into a lawsuit without first appropriating the funds necessary to complete the lawsuit action. In response to inquiries by the Budget Analyst, however, Mr. Schwartz agrees that appropriating the monies, but placing the necessary funds to purchase the property on reserve, would be a practical alternative.

6. The Real Estate Department reports that the Parking Authority will need to conduct toxic testing of the soils prior to acquiring the California Street property. The owner of the property would be liable for cleaning up the site before any transfer of title occurs. Mr. Quinn estimates that the core soil sampling and toxic testing will cost approximately $50,000 and that this work would need to be completed prior to completion of any condemnation proceedings or transfer of title to the property.

7. On November 5 and 19 and December 3, 1987, the City Planning Commission reviewed and considered the proposed project and determined that the purchase of the California Street property for a surface parking facility operated by the Parking Authority was in conformity with the Master Plan. The proposed California Street project was also found to be consistent with the Eight Priority Policies of Section 101.1 of the City Planning Code (Proposition M Findings).

8. The estimated annual net revenues from the proposed California Street parking lot is approximately $28,000 annually. If this request for $3.5 million is approved, based on estimated annual revenues of approximately $28,000, the purchase and preparation costs for the California Street property would be paid back within 125 years. However, the main purpose of this project is to

create additional parking in the Upper Fillmore area, not specifically to generate revenues, and the Parking Authority reports that this property is the only available site in the area where a parking lot could be developed. As previously noted, if parking demand warrants more parking spaces, a parking garage could be constructed on this California Street site, which would both require additional expenditures and generate additional revenues.

Recommendations:

1. Based on the prior policy decision of the Board of Supervisors, approve the $3.5 million supplemental appropriation (File 101-88-118). Release $50,000 of the proposed supplemental appropriation to conduct core soil samplings and toxic testing on the California Street site and reserve the remaining balance of $3,450,000, pending agreement of the owner to sell the California Street parcels to the City or pending the outcome of any required condemnation proceedings.

2. Approve the proposed resolution adopting the Final Negative Declaration (File 101-88-118.1).

Memo to Finance Committee
May 17, 1989

Item 16 - File 101-88-128

Department: Sheriff's Department

Item: Supplemental Appropriation Ordinance.

Amount:

Materials and Supplies	
Food Stuffs	$135,830
Institutional Linen	116,088
Other Supplies	85,000
Subtotal Materials and Supplies	$336,918
Holiday Pay and Overtime	
Holiday Pay	$1,685
Overtime	31,390
Subtotal Holiday Pay and Overtime	$33,075
Total Proposed Supplemental Appropriation	$369,993

Source of Funds: General Fund - General Reserve

Description: The proposed ordinance would appropriate funds for projected budgetary shortfalls for Materials and Supplies, Holiday Pay and Overtime due to continually high prisoner population levels at the County jails. The average daily jail population in 1988-89 has increased 6.7 percent from 1,701 to 1,815 over the 1987-88 average daily population. Unanticipated levels of personnel attrition and Federal Court orders requiring upgrades in the jail conditions have also contributed to the projected shortfalls. Expenditure projections for the Sheriff's Department are as follows:

	Actual Expenditures 7/1/88-3/31/89	Projected Expenditures 4/1/89 6/30/89	Total Projected Expenditures FY 88-89
Materials and Supplies			
Food Stuffs	1,727,830	$1,008,000	$2,735,830

Actual expenditures are for the period 7/1/88 through 2/22/89. Projected expenditures are for the period 2/23/89 through 6/30/89. Food services costs for 1988-89 were budgeted based on $1.22 per meal, an average daily prisoner population of 1,701 and 150 staff personnel. Actual 1988-89 food service costs are $1.25 per meal; the average daily prisoner population is 1,815, and there are 200 on the staff. The projected expenditure for 2/23/89 through 6/30/89 is based on the average food service costs for February at $56,000 per week. The Department states that the prisoner population levels will remain at approximately the February levels for the period February 23 through June 30, 1989.

Institutional Linen	135,547	116,088	251,635

Federal Court orders require that the jails maintain a certain level of clothing, bedding and linen in stock. The projected expenditure for clothing, bedding and linen is based on actual expenditures for March, 1989.

	Actual Expenditures 7/1/88-3/31/89	Projected Expenditures 4/1/89 6/30/89	Total Projected Expenditures FY 88-89
Other Supplies	$949,708	$85,000	$1,034,708

Due to an unanticipated loss of staff during the 1988-89 year, the Department has had to fill 21 more vacant Deputy Sheriff positions than were expected when the 1988-89 budget was prepared. $21,000 of the $85,000 projected expenditure is for 21 uniforms @ $1,000 each. New hires are entitled to new uniforms in accordance with the Memorandum of Understanding for Deputy Sheriffs.

Funding is requested for emergency purchases of materials and supplies, such as keys, locks, plumbing snakes, and fencing needed to secure a location. $5,000 of the $85,000 is based on emergency purchase levels from previous months.

Office supplies needed for the new jail annex were underestimated in the 1988-89 budget. The Department's highest priorities included in the $85,000 projected expenditure are as follows:

27 boxes Computer tapes at $20/box	$540
36 boxes Computer paper at $30/box	1,080
24,000 Booking cards at $0.10/card	2,400
20 cases Copying paper at $25/case	500
8 boxes Civil Case forms at $60/box	480
	$5,000

	Actual Expenditures 7/1/88-3/31/89	Projected Expenditures 4/1/89 6/30/89	Total Projected Expenditures FY 88-89
Expenditures to date for drug testing chemicals are approximately double last year's expenditures, largely due to the increased jail population and the expanded use of jail alternative programs, which require drug testing for its participants. The $11,000 included in the $85,000 projected expenditure is based on expenditure levels to date.			
The requested funds of $43,000 for cleaning and laundry supplies are based on purchase orders which have been held pending the outcome of this supplemental appropriation.			
Total Projected Materials and Supplies Costs			**$4,022,173**
1988-89 Materials and Supplies Budget			**3,447,628**
Projected Shortfall for Materials and Supplies			**$574,545**

	Actual Expenditures 7/1/88-3/31/89	Projected Expenditures 4/1/89 6/30/89	Total Projected Expenditures FY 88-89
Holiday Pay and Overtime			
Holiday Pay	$260,045	$43,889	$303,934
Staffing required to provide adequate security at the new jail annex during holidays was underestimated in the 1988-89 budget. The $43,889 projection for Holiday Pay would pay for one additional Deputy Sheriff during the midnight shift and two additional Deputy Sheriff's during the day shift.			
Overtime	482,344	64,047	546,391
The Department had to fill 11 vacancies in May as quickly as possible in order to provide the jails with the minimum required staffing. Therefore, background investigations, which are required for all new hires and are ordinarily conducted over a period of 25 weeks, were conducted for the 11 new hires in 5 weeks on overtime for two Sergeants, one Senior Deputy Sheriff and two Deputy Sheriffs. The Superior Court has ordered the Department to provide an additional 0.5 FTE Deputy Sheriff to the existing 0.5 FTE Deputy Sheriff at YGC due to increased security problems for the 54-day period from April 17 to June 30, 1989. On			

	Actual Expenditures 7/1/88-3/31/89	Projected Expenditures 4/1/89 6/30/89	Total Projected Expenditures FY 88-89
April 17, 1989, a gang-related incident at the San Bruno jail facility required emergency overtime for seven days to conduct shakedowns and maintain security at the jail facility in order to prevent a riot.			
Total Projected Holiday Pay and Overtime Costs			**$850,325**
1988-89 Holiday Pay and Overtime Budget			**818,935**
Projected Shortfall for Holiday Pay and Overtime			**$ 31,390**
Total Projected Shortfall for Materials and Supplies and Holiday Pay and Overtime			**$605,935**
Proposed Supplemental Appropriation			**369,993**
Projected Shortfall In Excess of Proposed Supplemental Appropriation Request			**$235,942**

Comments:

1, Based on more current expenditure data than was available when the proposed Supplemental Appropriation Ordinance was prepared, the Sheriff's Department projects a shortfall of $605,935 which is $235,942 more than the proposed Supplemental Appropriation of $369,993. According to Lt. Jan Dempsey of the Sheriff's Department, the Department does not intend to request an additional supplemental appropriation from General Fund -General Reserve monies during FY 1988-89.

2. The Board of Supervisors has previously approved a Supplemental Appropriation of $231,501 for Overtime for the Sheriff's Department (File 101-88-94). The proposed Supplemental Appropriation for Holiday Pay and Overtime of $31,390 in this item (File 101-88-128) is in addition to the previous Supplemental Appropriation.

3. Lt. Dempsey reports that the proposed Supplemental Appropriation of $1,685 for Holiday Pay is no longer needed because the Department has found that sufficient funds are available for Holiday Pay. Lt. Dempsey also reports that the requested supplemental appropriation of $31,390 for Overtime should be reduced by $1,517 to $29,873 because funding for Overtime at YGC is only needed for 39 days from May 8 to June 30, 1989, rather than 54 days from April 17 to June 30, 1989. Therefore, the proposed supplemental appropriation ordinance should be amended as follows:

	Proposed Supplemental Appropriation Ordinance	Proposed Supplemental Appropriation Ordinance as Recommended by Budget Analyst	Recommended Savings
Proposed Source of Funds			
General Fund - General Reserve	$369,993	$366,791	$3,202
Proposed Use of Funds			
Food Stuffs	$135,830	$135,830	$0
Institutional Linen	116,088	116,088	0
Other Supplies	85,000	85,000	0
Holiday Pay	1,685	0	1,685
Overtime	31,390	29,873	1,517
	$369,993	$366,791	$3,202

Recommendation: Reduce the proposed supplemental appropriation by $3,202 from $369,993 to $366,791 to reflect the Department's revised budget estimates, and approve the ordinance as amended.

Items 17, 18, 19, and 20 - Files 45-89-16, 45-89-17, 45-89-18 and 49-89-1

The proposed ordinances authorizing settlements of litigation are legal matters under the responsibility of the City Attorney's Office. The Budget Analyst does not normally review and report on such items.

Harvey M. Rose

cc: Supervisor Walker
Supervisor Ward
Supervisor Hallinan
President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

SF
S90.25
#2
5/24/89

CALENDAR

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MAY 24, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

CLERK: GREG HOBSON

NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 23-89-4. [Claim Against the Government] Resolution waiving the statute of limitations with respect to payment of certain warrants of the City and County of San Francisco in the sum of $34,053.49 a legal obligation of the City and County of San Francisco. (Dept. Public Works)

   b) File 25-89-19. [Contracting Out City Services] Resolution concurring with the Controller's certification the guard/security services and be practically performed at the Earl P. Mills Center formerly the Hunters Point Neighborhood Facility Building by private contractor for lower cost than similar work services performed by City and County of San Francisco. (Mayor's Office of Community Development)

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   c) File 25-89-20. [Contracting Out City Services] Resolution concurring with the Controller's certification that parking meter collection services can be practically performed by private contractor for lower cost than similar work services performed by City and County employees. (Treasurer)

   d) File 168-89-2. [Open Space Acquisition and Park Renovation Fund] Resolution concurring with the general recommendation on the Open Space Acquisition and Park Renovation Fund for fiscal year 1989-90, reserving approval or disapproval on specific acquisitions. (Recreation/Park Dept.)

   ACTION: RECOMMENDED

REGULAR CALENDAR

2. File 161-89-1. [Redevelopment Agency Budget] Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 1989-90, and finding that the agency's use of tax increment funds for low and moderate income housing both within and outside of its Redevelopment Project Areas will be of benefits to such project areas. (Supervisor Ward)

   ACTION: CONTINUED TO MAY 31, 1989, MEETING.

3. File 161-89-2. [Redevelopment Agency Bonds] Resolution approving and authorizing execution of an indebtedness limitation agreement and approving the issuance by the Redevelopment Agency of the City and County of San Francisco of bonds, notes or other evidences of indebtedness in an aggregate principal amount not to exceed $35,000,000 for the purpose of financing Redevelopment activities in fiscal year 1989-1990. (Supervisor Ward)

ACTION: CONTINUED TO MAY 31, 1989, MEETING.

4. File 161-89-3. [Redevelopment Agency Policies] Resolution approving the housing and economic development policies of the Redevelopment Agency of the City and County of San Francisco. (Supervisor Ward)

ACTION: CONTINUED TO MAY 31, 1989, MEETING.

5. File 101-88-126. [Government Funding] Ordinance appropriating $2,936,000, Hetch Hetchy Water and Power, for purchase of power for resale and electricity transmission service charge; and providing for ratification of action previously taken. (Controller) RO #8287

ACTION: RECOMMENDED.

6. File 101-88-127. [Government Funding] Ordinance appropriating $7,580,524, Public Health - Central Office, Community Mental Health Services and San Francisco General Hospital, for overtime, temporary salaries - miscellaneous, temporary salaries - registered nurses and registry nurses; rescinding $7,580,524 from permanent salaries - miscellaneous, permanent salaries - craft permanent salaries - registered nurses, and related mandatory fringe benefits; and providing for ratification of action previously taken. (Controller) RO #8283

ACTION: AMENDED. RECOMMENDED AS AMENDED. Reduce appropriation to $6,703,235. AMENDED TITLE: "Appropriating $6,703,235 for overtime, temporary salaries - registered nurses and rescinding $6,703,235 from permanent salaries - miscellaneous, permanent salaries - craft permanent salaries - registered nurses, and related mandatory fringe benefits, Public Health - Central Office, Community Mental Health Services and San Francisco General Hospital, for fiscal year 1988-89 and providing for ratification of action previously taken."

7. File 101-88-129. [Government Funding] Ordinance appropriating $97,804, Mayor's Office, for contractual services. (Controller) Ro #8288

ACTION: RECOMMENDED.

8. File 114-89-2. [Commercial Energy Conservation Fee Schedule] Ordinance amending Part II, Chapter 1, of the San Francisco Municipal Code (Building Code) by amending Sections 5333 and 333.3 thereof, and adding Section 333.4 relating to a fee schedule to implement the Commercial Energy Conservation Ordinance. (Dept. Public Works)

ACTION: RECOMMENDED.

9. File 102-89-1. Communication transmitting proposed changes to the Administrative Provisions of the Annual Salary ordinance, 1989-1990. (Civil Service Commission)

ACTION: CONTINUED TO THE CALL OF THE CHAIR.

10. File 102-88-38. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Office of the Chief Administrative Officer, reflecting the addition of seven positions. (Civil Service Commission)

ACTION: CONTINUED TO THE CALL OF THE CHAIR.

CLOSED SESSION

11. File 45-89-19. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Jovencio Navarette against the City and County of San Francisco, by payment of $7,500. (City Attorney)

ACTION: RECOMMENDED.

12. File 48-89-3. [Settlement of Claim] Resolution approving the settlement of the unlitigated claim of United Services Automobile Association vs. City and County of San Francisco by payment of $21,204. (City Attorney)

ACTION: RECOMMENDED.

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BOARD OF SUPERVISORS

BUDGET ANALYST
1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

May 24, 1989

TO: Finance Committee

FROM: Budget Analyst

SUBJECT: May 24, 1989 Finance Committee Meeting

Item 1a - File 23-89-4

Item: The proposed resolution would waive the statute of limitations pertaining to the payment of City and County of San Francisco warrants.

Description: If the proposed legislation is approved by the Board of Supervisors, it would authorize the Controller to replace 106 pay warrants, dated September 18, 1984 through November 10, 1987, which were issued to a former Department of Public Works employee who is now deceased. The total amount of these warrants is $34,053.49. Payment would be made to a law firm which is administering the estate of the deceased.

The warrants were issued through the Controller's Payroll Division. The Controller's Office has verified that none of the original warrants were cashed and that the warrants have been cancelled.

Recommendation: Approve the proposed resolution.

Memo to Finance Committee
May 24, 1989

Item 1b - File 25-89-19

Department: Mayor's Office of Community Development (MOCD)

Item: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Security guard services at the Earl P. Mills Center, formerly known as the Hunters Point Neighborhood Facility Building.

Description: The Controller has determined that contracting for these security guard services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operated Service Costs		
Salaries	$16,987	$20,544
Fringe Benefits	5,507	6,352
Total	$22,494	$26,896
Contractual Service Costs	11,718	11,718
Estimated Savings	$10,776	$15,178

Comments:

1. Security guard services were first certified as required by Charter Section 8.300-1 in 1981. These services have been provided by an outside contractor since 1974.

2. The current one year contract, which expires June 30, 1989 is with McCoy's Patrol Service. The contracted service cost used for the purpose of this analysis is an informal bid from the current contractor.

3. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

Attachment

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department MAYOR For Time Period FY '89-'90

Contract Services SECURITY GUARD

1) Who performed services prior to contracting out?
Building opened January 1974 with private security service and has continued through present.

2) Number of City employees laid off as result of contracting out?

N/A

3) Explain disposition of employees if they were not laid off.

N/A

4) What percent of a City employee's time is spent on services to be contracted out?

1 (one) (hypothetical) City employee, ½ (half) time, 6 days per week.

5) How long have the services been contracted out?

January 1974

6) What was the first fiscal year for a Proposition J Certification?

FY '81-'82

7) How will contract services meet the goals of your MBE/WBE Action Plan?

Current security guard service is minority owned.

Ella Brown /ccf

Department Representative

Telephone: 921-7520

Memo to Finance Committee
May 24, 1989

Item 1c - File 25-89-20

Department: Treasurer/Tax Collector

Item: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Parking meter collection services

Description: The Controller has determined that contracting for these parking meter collection services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operated Service Costs		
Salaries	$367,917	$445,298
Fringe Benefits	101,422	119,050
Operating Expenses	37,265	37,265
Total	$506,604	$601,613
Contractual Services	364,870	364,870
Estimated Savings	$141,734	$236,743

Comments:

1. Parking meter collection services were first certified as required by Charter Section 8.300-1 in 1978 and have continued to be provided by an outside contractor since then.

2. The current one year contract, which expires June 30, 1989 is with Burns International Security Services. The contracted service cost used for the purpose of this analysis is an informal bid from that contractor.

3. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of the contract, is attached.

Recommendation: Approve the proposed resolution.

Attachment

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Department Treasurer/Tax Collector For Time Period FY 1989-90

Contract Services Collection of Parking Meter Revenues

1) Who performed services prior to contracting out?

City employees

2) Number of City employees laid off as result of contracting out?

None

3) Explain disposition of employees if they were not laid off.

Charged with stealing public funds. The positions were abolished.

4) What percent of a City employee's time is spent on services to be contracted out?

70% on Collection Contract and 30% on Counting Contract or Work Order

5) How long have the services been contracted out?

Since March 1978

6) What was the first fiscal year for a Proposition J Certification?

March 1978

7) How will contract services meet the goals of your MBE/WBE Action Plan?

This contract has not been included in our MBE/WBE goals because of the very specialized nature of the work and the very tight security measures needed to comply with contract requirements. MBE/WBE firms that might possibly meet those standards have refused to bid because of the very high start up costs necessary due to the specialized nature of the equipment, the necessity of having a sufficient number of trained and bondable employees, the necessity for thorough background checks and the possible need to be subject to lie detector tests if circumstances require.
The current contractor has a high percentage of minority and female employees - the field supervisor is a highly competent minority female and is an EEO employer.

(#0321P) Lee Poteat
Department Representative

514-4475
Phone

Item 1d - File 168-89-2

1. The proposed resolution would indicate the Board of Supervisors concurrence with the joint recommendations of the Recreation and Park Commission and the City Planning Commission concerning expenditure of the fiscal year 1989-90 Open Space Acquisition and Park Renovation Fund, with the reservation by the Board of Supervisors to approve or disapprove any specific acquisitions as provided in the 1989-90 Open Space Budget.

2. Under the provisions of Section 6.413 of the Charter, an annual tax of 2.5 cents per hundred dollars of assessed property valuation is imposed for the Open Space Fund for a period of fifteen years. In the first five years of the Fund, the Board of Supervisors was required to expend specific proportions of annual Open Space revenues for acquisition of properties, for renovation of properties and for administration and maintenance. After the first five years, the Board of Supervisors was permitted to modify the proportion of funds to be used for acquisitions and after year ten, the Board was permitted to allocate funds to administer, maintain and develop properties in high need areas that were not purchased with fund proceeds. Proposition D, passed by the voters in November, 1986 specifically mandates that at least 12 percent of annual Open Space Fund proceeds be used for after school recreation programs, with at least another 45 percent to be used for acquisition, development and renovation of Open Space properties.

3. Fiscal year 1989-90 constitutes the fifteenth and last year of this program, which began in 1974. However, in November of 1988, San Francisco voters approved Proposition E which extends the Open Space Acquisition and Park Renovation Fund an additional fifteen years beginning July 1, 1990. Monies for this Fund would come from property taxes at the same rate currently in effect. Not more than 40% of the fund would be used for maintenance of properties acquired between 1974 and June 30, 1991. The remaining money in the Fund would be spent as follows: (1) at least 40% for acquiring and developing property; (2) at least 15% for renovation; (3) up to 25% for maintaining property acquired after June 30, 1991, for recreation programs other than after-school recreation, and for administration; and (4) 20% for after-school recreation programs.

4. The table below shows property tax revenues that have accrued to the Open Space Fund.

Fiscal Year	Open Space Revenues
1975-76	$2,637,972
1976-77	3,029,297
1977-78	3,414,149
1978-79	3,032,083
1979-80	1,900,000
1980-81	4,879,215
1981-82	5,353,834
1982-83	6,098,608
1983-84	6,810,960
1984-85	7,404,364
1985-86	8,572,212
1986-87	9,261,331
1987-88	10,091,185
1988-89	10,564,300 *
1989-90	11,354,267 *
Total	$94,403,777

* Estimated

According to Mr. Ernie Prindle of the Recreation and Park Department, in addition to the above property tax revenues, interest and other revenues, such as rent on properties not yet converted to Open Space uses, a total of $13,697,274 (including an estimated amount of $2.3 million for the current fiscal year 1988-89) also accrued to the Open Space Fund for total revenues of $108,101,051 since 1975-76. Mr. Prindle has estimated that, as of June 30, 1989, the unappropriated revenues in the Open Space Fund will be approximately $8.3 million.

4. The Recreation and Park Department's proposed 1989-90 budget includes the following expenditures from the Open Space Fund:

	Amount		Percentage of Total
Capital Budget			
Acquisition and Development	$5,113,336		
Renovation	2,816,000		
Subtotal		$7,929,336	53.4
After School Program*		1,658,364	11.2
Operating Budget*			
Park and Facility Maintenance	$4,644,688		
Administration and Planning	363,842		
Access Study/Implementation	50,000		
City Overhead	188,707	5,247,237	35.4
Total Open Space Budget for 1989-90		$14,834,937	100.0

*Does not include the effect of Salary Standardization and budgetary adjustments by the Mayor's Office. According to Mr. Tim Lilliquist, Assistant to the General Manager of the Recreation and Park Department, the After School expenditures will meet or exceed the 12 percent requirement of Proposition D in the final Recreation and Park Department budget.

Comments

1. The percentage of the Fund proceeds to be expended for acquisition, development and renovation in 1989-90 conform to Charter provisions.

2. The proposed resolution provides that the Board of Supervisors concurrence is made with the joint recommendations of the Recreation and Park Commission and the City Planning Commission concerning proposed 1989-90 Open Space expenditures, with the reservation by the Board of Supervisors to approve or disapprove any specific acquisitions for which funding might be provided in the 1989-90 Open Space budget.

Recommendation

Approve the proposed resolution.

Items 2, 3 and 4 - Files 161-89-1, 161-89-2 and 161-89-3

1. The first proposed resolution (File 161-89-1) would approve the 1989-90 annual budget of the San Francisco Redevelopment Agency (SFRA) and find that the SFRA's use of tax increment funds for low and moderate income housing will be beneficial. The second proposed resolution (File 161-89-2) would approve and authorize the execution of an indebtedness limitation agreement and approve the issuance of SFRA bonds up to $35 million to finance SFRA activities in fiscal year 1989-90. The third resolution (File 161-89-3) would approve the housing and economic development policies of the SFRA.

2. In previous years, the SFRA operated on a calendar fiscal year basis. This is the first year that the SFRA will be on a fiscal year of July 1 through June 30, which is the same budget year as the rest of the City and County of San Francisco. To accomodate this change, the SFRA developed and operated under a six month budget between January 1, 1989 through June 30, 1989.

3. The total administrative or operating budget proposed for the SFRA from July 1, 1989 to June 30, 1990 is $8,738,741, as compared to the previous budget of $8,706,561, based on calendar year 1988. The total SFRA budget for fiscal year 1989-90, as compared with calendar year 1988, is as follows:

Expenditures	1988 Actual Budget	1989-90 Budget Request
Personnel Costs		
Salaries, Permanent	$5,393,109	$5,289,249
Fringe Benefits	1,537,040	1,497,792
Contingent Liabilities	600,000	349,000*
Total Personnel	$7,530,149	$7,136,041
Consultant Services	104,000	102,100
Travel		
Local	5,600	14,200
Out-of-Town	9,750	10,200
Office Space Rental	350,340	313,300
Supplies	120,260	129,600
Equipment, Lease and Purchase	56,802	166,900
Insurance	251,500	249,500
Equipment Maintenance	55,915	57,400
Telephone	41,440	47,800
Janitorial	21,300	23,200
Postage and Messenger Services	50,925	60,500
Dues and Subsciptions	18,830	32,400
Temporary Employees	44,300	37,100
Training and Conferences	21,250	20,200

* Contingent Liabilities represent the SFRA budgeted reserves for vested sick leave and vacation pay.

Expenditures	1988 Actual Budget	1989-90 Budget Request
Data Processing Development	0	235,000
Other Operating Costs	24,200	103,300
Subtotal	$1,176,412	$1,602,700
Total Administrative	$8,706,561	$8,738,741
Capital Project & Debt Service	$63,918,769	$42,693,000
YBC Reserve	10,678,517	32,274,000
Subtotal	$74,597,286	$74,967,000
SFRA Budget	$83,303,847	$83,705,741
Harbor Enterprise Fund	*	$9,620,000**
Total SFRA Budget	$83,303,847	$93,325,741

Revenues	1988 Actual Budget	1989-90 Budget Request
Prior Year Savings and Earnings	$11,996,500	$3,000,000
Land Sale Proceeds	3,150,750	36,196,000
Rents and Leases	3,778,900	1,200,000
I-280 Transfer Funds	10,735,000	10,000,000
Special Assessment District	4,588,000	0
Prior Yr Bond Proceeds/Tax Increment	37,542,000	0
Unrestricted Agency Funds	3,081,200	0
Short Term Financing	2,649,497	0
1988 Tax Increment	5,782,000	***
Subtotal	$83,303,847	$50,396,000
Harbor Enterprise Revenues	*	$9,620,000
Total Revenues	$83,303,847	$60,016,000

* The Harbor Enterprise Fund expenditures and revenues for 1988 are included with the other SFRA expenditures and revenues.

** The proposed Harbor Enterprise Fund for 1989-90 includes $425,000 for personnel salaries and fringe benefits.

*** See following page.

Additional Funds Needed to Fund 1989-90 Budget	$33,309,741
Bond Required to Fund Budget Shortfall	35,063,000
Tax Increment Needed/Year for 30 Year Bond	3,338,000
Tax Increment Currently Available	2,900,000
Additional Tax Increment Needed for 1989-90	438,000
Harbor Tax Increment	160,000
Total Tax Increment Required for 1989-90	$598,000

4. The SFRA is requesting a total of $93,325,741, which includes $9,620,000 for the Harbor Enterprise Fund, which is a self sustaining special fund, for a SFRA remaining budget total of $83,705,741 ($93,325,741 total budget less $9,620,000 for the Harbor Enterprise Fund). This budget includes proposed tax financing of $3,338,000 for the next 30 years through the issuance of a bond of $35,063,000. Approval of tax increment financing reduces property tax revenues to the City's General Fund.

5. The 1989-90 proposed Capital Expenditures are $42,693,000. The category, Capital Expenditures, reflects the SFRA's planned expenditures that will be incurred in 1989-90 for planning, legal services, acquisition, rehabilitation, relocation, maintenance, disposition, affordable housing, economic development and other improvements in the SFRA's various specific projects. The following is a brief description of the proposed Capital Expenditures on a project basis:

Hunters Point $6,939,000

Hunters Point is being redeveloped as a new residential community with supporting commercial, educational, park and playground facilities and improved street patterns. Approximately 1,644 units of new housing and 122 rehabilitation units are planned. To date, 1,512 of these units have been completed. The Agency's 1989-90 program includes 180 units of subsidized housing.

India Basin $71,000

India Basin Industrial Park provides 2.2 million square feet of new facilities and includes private investment of $87.6 million. Development of 80 of the area's 81 buildable acres have been completed. In 1989-90, completion of the Wing Lee Electric Laundry, construction of a 10,000 square foot office structure and the renovation of an existing structure on Galvez Avenue by the Thomas Plant Company are projected. Approximately 9,000 jobs are projected when the facilities are completed, including an annual payroll of $300 million. The SFRA reports that prior to redevelopment, annual tax revenues were approximately $129,000, as compared with the $513,000 estimated for when India Basin Industrial Park is completed in 1989-90.

Rincon Point-South Beach $11,758,000

The Rincon Point-South Beach Project is proposed to transform the area immediately south of the Ferry Building along the waterfront into a new mixed-use waterfront neighborhood, incorporating rehabilitation and new development. In 1989-90, program activities are proposed to include: the completion of Rincon Center, Bayside Village and the Embarcadero Triangle (Delancey Street) development; initiation of the renovation of three historic warehouses and the development of Rincon Point Park and hotel sites; marketing of Pier 40; and the planning and design of South Beach Park.

Western Addition $1,875,000

The Western Addition (A-2) Project includes the development of over 5,586 new housing units, the rehabilitation and retention of over 3,965 housing units, the revitalization of the Nihonmachi and Fillmore business districts, construction of new commercial buildings and the provision of new community recreational facilities. The emphasis was on new subsidized housing for low and moderate income families with priority given to non-profit housing sponsors. Budgeted 1989-90 activities include: completion of the Fillmore Center, completion of 43 housing units; development of the community recreational facilities; continued development and negotiation of 21 parcels under Owner Participation Agreements and 12 parcels for Land Disposition Agreements; demolition of four sites, initiation of art sculptures in the Fillmore Center public plaza and completion of the street tree programs.

Yerba Buena Center $6,540,000

Yerba Buena Center (YBC) is a 87-acre mixture of rehabilitation and new development, including a major hotel and office building, retail, recreational and cultural activities, located adjacent to San Francisco's downtown office and retail center. During 1989-90, the 1,500 room Marriott Hotel will be completed, construction of the Mosone Convention Center expansion will proceed and the Agency will continue the design of the cultural facilities, gardens and bridges. YBC is projected to be completed in 1993.

Fisherman's Wharf — No Capital Proposed

The Fisherman's Wharf Project includes approximately 38 blocks along the northern waterfront between Piers 33/35 and Aquatic Park. A redevelopment plan for this area is underway and is expected to be completed in 1989-90. The proposed budget does not include any funds for any capital projects for Fisherman's Wharf itself.

South Bayshore — $510,000

The South Bayshore area has not been declared an Official Redevelopment Survey Area. The proposed area includes Hunters Point, and is roughly bounded by Islais Creek Channel, the Bayshore Freeway, the San Mateo County Line and the San Francisco Bay. During 1989-90, the Agency will be assisting in the development of an Economic Development Strategy for this area.

Central Relocation Services (CRS) — No Capital Proposed

Central Relocation Services provides technical rehousing assistance, administers benefits and provides counseling for households required to move by: (1) public supported actions such as the Rehabilitation Assistance Program (RAP); (2) emergencies such as fires; and (3) unsanitary and/or hazardous building conditions as cited by the Department of Public Works and the Department of Public Health. To assist in these efforts, CRS administers San Francisco's Special Temporary Rent Assistance Program (STRAP) which provides rental payments, loans, grants and finders fees to meet emergency needs. In 1989-90, CRS proposes to provide rehousing assistance to 550 displaced households and coordinate approximately 80 inspections of replacement housing by Bureau of Building Inspection.

City-wide Housing Program — $10,000,000

The SFRA plans to undertake an expanded housing program, which will not be restricted to the redevelopment project areas. To achieve its goals, the SFRA is currently developing its proposed housing program by establishing criteria and priorities in selecting potential projects and these efforts are being coordinated with the City's Deputy Mayor for Housing.

Economic Development Loan Fund — $5,000,000

The SFRA proposes to create an economic development loan fund to foster minority and small business development and the participation in redevelopment project areas. The specific scope of the program and the criteria for use of the fund will be defined by the SFRA Commission in conjunction with the Mayor's Office of Economic Development. Funds are proposed to be used for working capital, inventory, equipment, furniture, fixtures, leasehold and facade improvements, bonds, insurance, franchise costs and job training.

Total Capital Project Costs — $42,693,000

7. In order to fund the estimated additional $33,310,000 needed to balance the 1989-90 SFRA budget of $83,705,741, the SFRA proposes to issue tax revenue bonds. The proposed resolution (File 161-89-2) would approve and authorize the SFRA to execute an indebtedness limitation agreement and to issue up to $35 million of tax revenue bonds. Issuance of the proposed $35 million bonds is subject to approval by the Board of Supervisors. These bonds would be repaid from the tax increment revenues received by the SFRA. However, it should be noted that although the resolution states that the bond is limited to $35 million, the SFRA's proposed budget reflects a need to issue bonds totalling approximately $35,063,000.

8. The proposed indebtedness limitation agreement would restrict the amount of tax increment revenues that are necessary to service the scheduled payments of principal and interest on the bonds to a maximum of $3.4 million annually. This indebtedness limitation agreement of $3.4 million annually would extend for the life of the 1989-90 bonds. The indebtedness limitation agreement thus restricts the SFRA's claim of tax increment revenues from the City to the $3.4 million annual maximum. As proposed in the SFRA's 1989-90 budget, only $438,000 of additional tax increment revenues would be required during the coming year.

9. However, it should be noted that the proposed limitation is in addition to any other tax increment revenue claims already in place. For example, the SFRA Harbor Bonds require the SFRA to claim all tax increment revenues from the South Beach Harbor Project, located within the Rincon Point - South Beach Redevelopment Project Area. The estimated amount of the Harbor Bonds tax increment revenues available to be claimed by the SFRA on October 1, 1989 is approximately $160,000. Therefore, the total tax increment revenues to be allocated to the SFRA is projected to be $598,000 ($438,000 and $160,000) for fiscal year 1989-90. The proposed limitation also does not prevent the SFRA from issuing bonds in the future that are secured by either tax increment revenues or other fund sources. However, any subsequent issuance of bonds by the SFRA is subject to approval by the Board of Supervisors.

10. Because of restrictions placed on the SFRA's expenditures during the current year, the SFRA has approximately $2.9 million of tax increment revenues available. According to the indebtedness limitation agreement, this $2.9 million would be applied to the 1989-90 fiscal year limitation of $3.4 million. Therefore, the maximum amount that could be claimed by the SFRA in 1989-90 would be reduced to approximately $600,000 ($3.4 million less $2.9 million).

11. The third proposed resolution (File 161-89-3) would approve the housing and economic policies of the SFRA. The proposed housing and economic development policies are included in the SFRA's Mission Statement, which was adopted by the SFRA on April 11, 1989. Administrative Guidelines were subsequently adopted by the SFRA on May 16,1989 and concern the process by which the Housing Fund will be allocated. In general, the SFRA's Mission Statement addresses a new direction for the SFRA:

> "The new period marks a break with the past role of the SFRA in which it engaged in redevelopment programs as a semi-independent agency, concerned mainly with the completion of plans it devised in only part of the City. The Agency's mission has evolved toward a comprehensive view of the City as a whole and cooperation with other City agencies and community and neighborhood groups aimed at solving citywide housing and development problems defined by elected officials and citizens of San Francisco."

The SFRA's Mission Statement and the accompanying proposed resolution (File 161-89-3) provide for the SFRA to complete existing Redevelopment Agency projects, including Rincon Point-South Beach for the amount approved as of November, 1988 plus no more than an additional $88,871,000 and to completeYerba Buena Gardens for a total cost of $87,600,000.

12. The SFRA's housing policies specifically state that over the next 12 years, the SFRA will spend over 50 percent of the total tax increment funds allocated to the SFRA for low and moderate income housing and that in any given year, no less than 25 percent of tax increment funds will be used for affordable housing. The SFRA will target its housing assistance to low and moderate income families whose income averages 60 percent of the median income. In fiscal year 1989-90, the SFRA pledges to spend at least $10 million for affordable housing.

13. The SFRA's economic development policies specifically are intended to improve local small business participation in all redevelopment project areas, with particular emphasis in minority communities where the need is the greatest. The SFRA proposes to include a minimum of five percent of its annual tax increment revenues for local small business development. In fiscal 1989-90, the SFRA has included a total of $5,380,000 for economic development activities, or approximately six percent of its budget.

Comments

1. Section 33606 of the State Community Redevelopment Law requires that the Board of Supervisors approve the annual budget of the SFRA. The annual budget is required to be all-encompassing and to comprise all anticipated revenues and expenses, including proposed bond proceeds and debt service payments. The SFRA's 1989-90 budget presents the budget for the entire SFRA for the twelve month period between July 1, 1989 and June 30, 1990.

2. During the first six months of 1989, the SFRA had budgeted a total of 121 full time equivalent (FTE) employees, as compared with the proposed 113.5 FTEs for 1989-90. This reflects an overall reduction of 7.5 full-time equivalent (FTE) employees. The SFRA reports that a total of 16 positions were eliminated and 8.5 new positions were created in order to respond to the changing orientation of the SFRA to focus on housing and economic development. The 8.5 new positions are as follows:

		Annual Salary
1	Deputy Executive Director, Development	$88,055
1	Chief, Economic Development	74,218
1	Chief, Housing Production and Management	74,218
1	Community Liaison Officer	65,734
1	Coordinator, Special Projects	63,024
1	Economic Development Specialist	58,163
0.5	Finance Director	44,027
1	Clerk	23,972
1	Senior Clerk Typist	27,359

3. The salary computations for the proposed SFRA 1989-90 budget includes an increase of 9.5 percent, amounting to approximately $600,000, for fiscal year 1989-90. This is in comparison with the projected 9.7 percent increase approved in the salary standardization ordinance for Civil Service miscellaneous employees of the City and County of San Francisco for fiscal year 1989-90. The SFRA reports that no salary increases were included in the SFRA's budget for fiscal year 1988-89 and that the last SFRA salary increase was 5.4 percent, including comparable worth, which was effective as of July 1, 1987.

4. The proposed budget does not include a provision for salary savings. A provision for salary savings of five percent would result in a budget reduction of $360,600 for fiscal year 1989-90. This amount includes the proposed Harbor Enterprise Fund budget for salaries and fringe benefits. The proposed five percent salary savings should be reasonable given the number of new, particularly higher level employees to be hired during the coming fiscal year.

5. The proposed Contingent Liabilities in the SFRA budget of $349,000 should be eliminated. According to Mr. Bob Gamble of the SFRA, this amount represents the SFRA's budgeted reserves for employee vested sick leave and vacation pay and is included in the SFRA's budget as a contingency against possible discontinuation of the SFRA's activities. If the SFRA's activities are discontinued, necessary provisions should be made at that time to fund any continuing liabilities of the SFRA and this amount should not be included in the 1989-90 budget.

6. If both the proposed Contingent Liabilities are eliminated (Comment 5) and the proposed salary savings are included (Comment 4) in the SFRA's 1989-90 budget, together, these actions would reduce the SFRA's budgeted expenditures by a total of $709,600. This would result in a total SFRA expenditure budget of $92,616,141 ($93,325,741 less $709,600). This would also translate into a total of approximately $32,600,400 of funds required to balance the 1989-90 budget (as opposed to the currently proposed $33,309,741) and a projected bond issuance of $34,314,000 (as opposed to the currently proposed bond issuance of $35,063,000). Instead of the currently proposed $3,338,000 tax increment revenues required for 30 years to repay the bond, $3,274,000 of tax increment revenues would be required each year for the next 30 years, a difference of $1,920,000 over the 30 year period, or $64,000 per year. In 1989-90, given the $2,900,000 of tax increment funds available, an additional amount of $374,000 would be needed to balance the SFRA's budget. This is in comparison with the presently proposed $438,000, again a difference of $64,000. Including the projected Harbor Enterprise tax increment revenues of $160,000 would result in a total tax increment revenue allocation to the SFRA of $534,000 for fiscal year 1989-90. The recommended $534,000 is $64,000 less than the originally proposed $598,000 of tax increment revenues.

7. In previous years, the SFRA received revenues from various other sources (e.g., Community Development Block Grants (CDBG) and other federal grants and entitlements). However, these other, primarily federal revenue sources, are no longer available due to the limited availability of federal monies. As a result, the SFRA has had to rely increasingly on local tax increment revenues to support an increasing amount of the SFRA activities. Tax increment financing reduces the amount of property tax revenues that are available to the City's General Fund. In previous years, the SFRA did not claim most of the tax increment funds that were generated by the redevelopment areas, because the SFRA was able to secure other outside funds, thus enabling these unclaimed tax increment monies to accrue to the City's General Fund.

8. The proposed indebtedness limitation agreement would protect the City's General Fund by limiting the amount of tax increment revenues that the SFRA can claim in any given year to a maximum of $3.4 million. In 1988-89, the redevelopment areas are projected to generate approximately $21.75 million in tax increment revenues. In 1988-89, the SFRA was limited to claiming and receiving approximately $5.8 million, leaving the remaining balance of $15.95 million in the General Fund ($21.75 million generated less $5.8 million allocated to the SFRA). Of the $5.8 million allocated to the SFRA in 1988-89, the SFRA was only permitted to expend one-half of that amount, or $2.9 million, leaving a remaining balance of $2.9 million. As previously noted, the remaining $2.9 million will be used to reduce the maximum annual amount of $3.4 million tax increment revenues to approximately $598,000 in 1989-90. An amount of $438,000 is proposed to be needed in addition to the $160,000 projected to be generated by the South Beach Harbor Project for a total of $598,000 in fiscal year 1989-90. In 1989-90, the redevelopment areas are projected to generate approximately $27.4 million of tax increment revenues. Assuming approximately $600,000 is allocated to the SFRA, this leaves a remaining balance of approximately $26.8 million that can be allocated to the General Fund ($27.4 million generated less $600,000 allocated to the SFRA).

9. Bernal Heights is currently designated as a Redevelopment Survey Area and a Survey Area study of Bernal Heights is projected to be completed in August, 1989. The SFRA reports that although their initial proposed budget included approximately $440,000 for preliminary plans for infrastructure improvements in Bernal Heights, the Mayor's Office eliminated this amount in their budget. The Mayor's Office also eliminated funding for architectural and engineering design work at Fisherman's Wharf. The Mayor's Office reports that these projects need to be reevaluated given the new direction of the SFRA to focus on creating low and moderate income housing and economic development and that there may be more appropriate and cost effective methods of redeveloping Bernal Heights and Fisherman's Wharf.

10. Mr. Ken Taymore, of the City Attorney's Office reports that the SFRA did not provide the City Attorney's Office with adequate time to review the proposed draft legislation. There are some changes that the City Attorney believes need to be incorporated in the proposed legislation in order to adequately protect the City's General Fund. However, according to Mr. Taymore, because of the limited amount of time that was available, the changes to the resolutions have not been finalized. Based on discussions with the Budget Analyst's Office, Mr. Taymore reports that a one week continuance of these items would allow sufficient time to draft the amendments, to incorporate the needed changes and to review these proposals with the SFRA.

11. Mr. Bob Gamble of the SFRA reports that the SFRA would prefer not to continue the three proposed resolutions and that any proposed changes or amendments should be able to be resolved prior to or at the May 24, 1989 Finance Committee meeting. Mr. Gamble notes that the SFRA must sign an agreement with the local government financing authority by July 15, 1989 in order for the SFRA to receive a tax exempt bond issue rather than a taxable bond issue. The tax exempt bond issuance includes more favorable tax rates. Delays in the approval of the proposed resolutions may result in an additional approximately $4 million in costs to the SFRA.

Recommendations

1. In accordance with Comments 4, 5 and 6, amend the proposed resolution (File 161-89-1) to reduce the proposed expenditure budget by $709,600 ($360,600 plus $349,000), from $93,325,741 to $92,616,141. This action will reduce the proposed tax increment financing by $64,000 per year for each of the next 30 years and would therefore reduce the 1989-90 tax increment revenue allocation to the SFRA from a total of $598,000 to $534,000.

2. Continue the proposed resolutions (Files 161-89-1, 161-89-2 and 161-89-3) for one week pending the review by the City Attorney's Office and the drafting of amendments to the proposed resolutions.

Memo to Finance Committee
May 24, 1989

Item 5 - File 101-88-126

Department: Public Utilities Commission (PUC)
Hetch Hetchy

Item: Supplemental Appropriation Ordinance to purchase power for resale and to pay for its transmission charges and ratify an action previously taken.

Amounts:

Purchase of Power	$2,202,000
Transmission Charges	734,000
Total	$2,936,000

Source of Funds: Hetch Hetchy Unappropriated Revenue

Description: 1. Hetch Hetchy's FY 1988-89 budget for the purchase of PG&E electric power is $12,800,000 for resale to its various customers (Modesto and Turlock Irrigation Districts, Norris Industries, other assigned customers and City departments) during periods when Hetch Hetchy generation was unable to meet the hydroelectric power demands required by Hetch Hetchy customers. In addition, Hetch Hetchy's FY 1988-89 budget includes $7,300,000 for payments to PG&E for the transmission of hydroelectric power.

2. Hetch Hetchy has identified current expenditures through March of 1989 and projected expenditures through June of 1989 for both the purchase of power and the cost of its transmission as follows:

	Purchase of Power	Power Transmission
Actual Expenditures (7/1/88 - 3/31/89)	$13,120,088	$5,989,948
Projected Expenditures (4/1/89 - 6/30/89)	2,370,000	2,055,000
Total 1988-89 Projected Expenditures	$15,490,088	$8,044,948
Original Budget	12,800,000	7,300,000
Total Anticipated Deficiency	$2,690,088	$744,948
This Request	2,202,000	734,000
Remaining Deficiency	$488,088	$10,948

Comments:

1. Under long term agreements with the Modesto and Turlock Irrigation Districts (Districts), Hetch Hetchy must purchase supplemental power from PG&E when it is unable to generate its "Project Dependable Capacity" (PDC). All other demands by the Districts for PG&E power are now met through separate agreements between the Districts and PG&E without the involvement of Hetch Hetchy.

2. Hetch Hetchy underestimated its transmission costs for PG&E power largely because of an unanticipated rate increase by PG&E. There are five separate rates for power transmission including rates for MUNI, street lights, Water Department, Airports Commission and all other agencies. The average percentage increase by PG&E in power rates was 7.65 percent.

3. In accordance with Hetch Hetchy's agreements with the Modesto and Turlock Irrigation Districts, Hetch Hetchy estimates that the difference between the purchase of power from PG&E and the sale of power to the Districts results in an increased cost to Hetch Hetchy of between $.007 and $.009 per kilowatt hours (KWH) for the current fiscal year. In other words, Hetch Hetchy sells PG&E purchased power to the Districts at a loss of between $.007 and $.009 per KWH. With an estimated 141 million KWH of power purchased from PG&E for resale by Hetch Hetchy, there is a net cost to Hetch Hetchy of between $987,000 and $1,269,000 for this power.

4. Ms. Jean Mariani of PUC advises that if any additional funds are needed to purchase power and to cover transmission costs, such costs would be charged against next year's (1989-90) appropriation because of billing delays of up to eight weeks.

5. Because Hetch Hetchy has already incurred obligations which exceed its current appropriation for the purchase of PG&E power, this legislation will ratify an action previously taken.

Recommendation: Approve the proposed ordinance.

Item 6 - File 101-88-127

Department: Department of Public Health (DPH)
Central Office, Community Mental Health Services (CMHS)
San Francisco General Hospital (SFGH)

Item: Supplemental Appropriation Ordinance; providing for ratification of action previously taken.

Amount:

Public Health - Central Office	
Overtime	$70,297
CMHS	
Overtime	$10,227
SFGH	
Temporary Salaries - Misc.	$1,260,000
Temporary Salaries - Registered Nurses	4,775,000
Overtime	1,125,000
Registry Nurses	340,000
Subtotal SFGH	$7,500,000
Total Supplemental Appropriation	$7,580,524

Source of Funds:

Public Health - Central Office	
Permanent Salaries - Misc.	$39,218
Retirement	31,079
Subtotal Public Health - Central Office	$70,297
CMHS	
Permanent Salaries - Misc.	$10,227
SFGH	
Permanent Salaries - Misc.	$2,775,000
Permanent Salaries - Craft	500,000
Permanent Salaries - Registered Nurses	4,225,000
Subtotal SFGH	$7,500,000
Total Sources	$7,580,524

Description: The proposed ordinance would reappropriate various expenditures as shown in the source of funds above to fund unanticipated overtime costs and projected shortfalls in Temporary Salaries and registry nurses for DPH Central Office, CMHS and SFGH. The DPH has projected budgetary shortfalls based on actual expenditures from July 1, 1988 through March 31, 1989.

The DPH has provided revised cost estimates for Overtime, Temporary Salaries and Registry Nurses for 1988-89 based on more current cost information than was available when the ordinance was prepared as follows:

	Actual Expenditures 7/1/88 - 4/28/89	Projected Expenditures 4/29/89 - 6/30/89	Total Projected Expenditures 1988-89
DPH Central Office			
Administration - Overtime	$33,123	$6,005	$39,128
Environmental Health - Overtime	29,517	26,548	56,065
Records & Statistics - Overtime	22,598	6,590	29,188
Subtotal Central Office	$85,238	$39,143	$124,381
CMHS			
Overtime	14,808	5,646	20,454
SFGH			
Temporary Salaries - Misc.	$1,406,064	$323,206	$1,729,270
Temporary Salaries - RNs	3,780,050	985,644	4,765,694
Overtime	1,276,235	315,001	1,591,236
Registry Nurses	100,000	340,000	440,000
Subtotal SFGH	$6,562,349	$1,963,851	$8,526,200
Total	$6,662,395	$2,008,640	$8,671,035

Funds appropriated in the DPH budget for 1988-89 and the projected shortfalls are as follows:

	1988-89 Budget	Less Projected Expenditures	Projected Shortfall
DPH Central Office			
Administration - Overtime	$23,930	$39,128	$15,198
Environmental H. - Overtime	33,403	56,065	22,662
Records & Stats. - Overtime	0	29,188	29,188
Subtotal Central Office	$57,333	$124,381	$67,048
CMHS			
Overtime	10,227	20,454	10,227

	1988-89 Budget	Less Projected Expenditures	Projected Shortfall
SFGH			
Temporary Salaries - Misc.	$854,533	$1,729,270	$874,737
Temporary Salaries - RNs	678,000	4,765,694	4,087,694
Overtime	267,707	1,591,236	1,323,529
Registry Nurses	100,000	440,000	340,000
Subtotal SFGH	$1,900,240	$8,526,200	$6,625,960
Total	$1,967,800	$8,671,035	$6,703,235

Comments:

1. Supplemental funding for Administration Overtime for DPH Central Office is requested to fund anticipated overtime rendered by payroll staff during the months of September through November of 1988 and additional security at 101 Grove Street and the Tom Waddell Clinic from December, 1988 through June, 1989.

Supplemental funding for Overtime for Environmental Health is requested for 600 hours of overtime due to unanticipated levels of emergency response calls to situations involving toxic or hazardous waste. Toxics staff has also conducted federal and state mandated training for City employees during evening hours on overtime. Of the $26,548 requested for Environmental Health Overtime for the period April 29 to June 30, 1989, $16,136 constitutes compensatory time, which DPH staff has accumulated during the fiscal year, for which DPH staff is requesting cash payment rather than time off.

Supplemental funding is requested for Records and Statistics Overtime for increased workloads and the reduction of five staff positions. According to DPH, five staff positions were deleted in anticipation that the Recorder's Office would acquire a portion of Records and Statistics duties. However, DPH reports that the shift never materialized and Records and Statistics has been working overtime to complete the work.

2. Supplemental Funding for CMHS Overtime is requested to fund overtime for two ambulance drivers on weekends to transport emergency psychiatric patients to and from SFGH. The $10,227 overtime budgeted for these services provided sufficient funding for only six months. The requested $10,227

would provide retroactive funding for overtime accumulated since January, 1989 and for the remainder of the fiscal year to maintain the established level of service.

3. The SFGH Registry Nurses account is used to employ nurses from nurse registry services on a temporary contractual basis.

4. Supplemental funding requests for SFGH Temporary Salaries for Miscellaneous employees and Nurses, Overtime and Registry Nurses are to fund costs which have already been incurred and to complete the remainder of the fiscal year. According to DPH, a nationwide shortage of nurses, radiologists, clinical therapists and other medical professionals has caused SFGH to experience recruitment problems during FY 1988-89. Throughout the fiscal year the SFGH has had to hire nurses and other medical staff on a per diem basis and has therefore incurred higher costs in Temporary Salaries, Overtime and Registry Nurses than was budgeted for 1988-89 in order to provide adequate care for the patients.

According to DPH, nurses and other medical staff that were hired on a temporary basis during FY 1987-88 were not shifted to permanent salaries until September of 1988. Additionally, DPH had implemented a hiring plan for 1988-89 for nurses and other medical staff to replenish positions left vacant during 1987-88 due to a hiring freeze. Although DPH had intended to hire the nurses and other medical personnel on a permanent basis, temporary salaries were used due to the hiring shortage. Expenditures for Temporary Salaries for Nurses and Overtime are higher for the latter part of the fiscal year because the Hospital has required more staff as they have opened more beds during the course of the year.

5. The proposed ordinance would ratify actions previously taken because the proposed supplemental funding would reimburse overtime and temporary salaries costs already incurred.

6. The proposed Supplemental Appropriation should be reduced by $877,289 from $7,580,524 to $6,703,235 to reflect the Department's revised budget estimates as follows:

	Proposed Supplemental Appropriation Ordinance	Projected Need	Increase/ (Decrease)
Proposed Source of Funds			
Public Health - Central Office			
Health Centers Permanent Salaries - Misc.	$39,218	$37,399	$(1,819)
Administration - Retirement	8,417	8,027	(390)
OVF Environmental Health - Retirement	22,662	21,622	(1,040)
Subtotal - Central Office	$70,297	$67,048	$(3,249)
CMHS Adult Community			
Permanent Salaries - Misc.	$10,227	$10,227	$0
SFGH			
Permanent Salaries - Misc.	$2,775,000	$2,451,605	$(323,395)
Permanent Salaries - Craft	500,000	438,817	(61,182)
Permanent Salaries - RN's	4,225,000	3,710,538	(514,462)
Subtotal SFGH	$7,500,000	$6,625,960	$(874,040)
Total Source of Funds	$7,580,524	$6,703,235	$(877,289)
Proposed Uses of Funds			
DPH Central Office			
Administration - Overtime	$8,417	$15,198	$6,781
Environmental Health - Overtime	39,218	22,662	(16,556)
Records & Statistics - Overtime	22,662	29,188	6,526
Subtotal - Central Office	$70,297	$67,048	$(3,249)
CMHS Adult Acute Services			
Overtime	$10,227	$10,227	$0
SFGH			
Temporary Salaries - Misc.	$1,260,000	$874,737	$(385,263)
Temporary Salaries - RNs	4,775,000	4,087,694	(687,306)
Overtime	1,125,000	1,323,529	198,529
Registry Nurses	340,000	340,000	0
Subtotal SFGH	$7,500,000	$6,625,960	$(874,040)
Total	$7,580,524	$6,703,235	$(877,289)

Recommendation: Amend the proposed ordinance to reduce the supplemental appropriation by $877,289 from $7,580,524 to $6,703,235 and approve the proposed ordinance as amended.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 7 - File 101-88-129

Department: Mayor's Office

Item: Supplemental Appropriation Ordinance

Proposed Expenditure: Continuation of contractual services for employee relations duties and labor negotiations for fiscal year 1988-89.

Amount: $97,804

Source of Funds: General Fund - General Reserve

Description: In accordance with the passage of Proposition F by the voters in the November 8, 1988 election, the employee relations duties were transferred from the Board of Supervisors to the Mayor's Office. The Mayor's Office entered into a contract with Liebert, Cassidy & Frierson, employee relations specialists, as of December 1, 1988, to coordinate the City's memoranda of understanding negotiations and to perform other labor relations duties, as required by the Mayor's Office. Liebert, Cassidy & Frierson had previously been under contract to the Board of Supervisors to perform similar employee relations activities.

Comments:

1. In fiscal year 1988-89, the Board of Supervisors contracted with the employee relations specialists, Liebert, Cassidy & Frierson, based on a retainer of $15,028 per month. A total of $75,140 was expended in the Board of Supervisors 1988-89 budget for employee relations activities during the five month period between July 1, 1988 and November 31, 1988. According to Ms. Violeta Mosuela, in the Clerk of the Board of Supervisors Office, a total of $105,196 was transferred from the Board of Supervisors budget to the Mayor's budget on January 24, 1989. The $105,196 amount that was transferred represented the monthly retainer of $15,028 multiplied by seven months, the number of months that the Mayor's Office would be responsible for employee relations activities in 1988-89, or from December 1, 1988 through June 30, 1989.

2. Mr. Claude Everhardt, of the Mayor's Office, reports that the Mayor's Office contracted with the employee relations specialists, Liebert, Cassidy & Frierson, based on a retainer of $29,000 per month. According to Mr. Everhardt, the increase in the monthly retainer, of $13,972 per month from $15,028 per month to $29,000 per month, represents the significant increase in work required during the seven month period to negotiate over 36 new memoranda of understanding (MOUs) and a new comparable worth agreement for the City. The new MOUs negotiated this year include Police, Fire, Nurses, Muni Operators, Miscellaneous and Craft employees. The proposed supplemental of $97,804 will fund the difference between the increased retainer fees paid by the Mayor's Office and the amount of funds transferred to the Mayor's Office by the Board of Supervisors for the seven month period between December 1, 1988 and June 30, 1989.

3. The proposed supplemental appropriation is required to fund the projected difference of $97,804, as follows:

Mayor's Projected Expenditures (Seven months @ $29,000/month)	$203,000
Board of Supervisors Transfer to Mayor (Seven months @ $15,028/month)	105,196
Difference between Mayor's Projected Expenditures and Board of Supervisors Transfer	$97,804

Therefore, the total amount expended in fiscal year 1988-89 for employee relations contractual duties is projected to be $278,140 ($75,140 in costs incurred under the Board of Supervisors and $203,000 in projected costs to be incurred by the Mayor's Office).

4. It should be noted that in addition to the outside contractor, employee relations duties are handled by the Deputy Mayor for Government Relations and the apportioned time of several other staff in the Mayor's Office, working additional hours at no additional cost to the City. As of July 1, 1989, a new Employee Relations Unit will be created which will have four new employees (one director, two employee relations specialists and one secretary). These four new positions have been recommended in the Mayor's 1989-90 budget. In fiscal

year 1989-90, when the new Employee Relations Unit begins work, upon approval of the Board of Supervisors, the Mayor's staff, who worked on employee relations matters, will return to their normal duties on a full time basis.

5. The annual cost of the four new Civil Service in-house Employee Relations Unit positions is estimated at $217,000. In addition, the existing contractual employee relations duties, that are the subject of the proposed supplemental appropriation, and are currently under a $29,000 monthly retainer to the Mayor's Office, would be reduced, according to the Mayor's Office, to a $2,500 monthly retainer beginning October 1, 1989. For the three month period between July 1, 1989 and September 30, 1989, Liebert, Cassidy & Frierson would continue to receive the $29,000 per month retainer. Therefore, the estimated contractual employee relations costs would be reduced to $109,500 in fiscal year 1989-90 (nine months at $2,500 per month and three months at $29,000 per month), which Mr. Everhardt reports has been included in the Mayor's proposed 1989-90 budget. Together with the proposed new in-house Employee Relations Unit positions, this represents a total estimated City employee relations annual cost of $326,500 in 1989-90 ($109,500 plus $217,000).

6. According to Mr. Jeffrey Sloan of Liebert, Cassidy & Frierson, which handles the contractual employee relations duties, the $2,500 monthly contract amount is a base amount, with any further amount to be negotiated with the Mayor's Office on a year-by-year basis. Depending upon a final work program for the contract, the monthly retainer of $2,500 could be increased. Until the final amount for the outside contract is determined, total costs for the 1989-90 employee relations duties will not be known.

Recommendation: Approve the proposed supplemental appropriation.

Item 8 - File 114-89-2

Department: Department of Public Works (DPW)
Bureau of Building Inspection (BBI)

Item: Ordinance to amend Part II, Chapter 1, of the San Francisco Municipal Code (Building Code) by amending Sections 5333 and 333.3 thereof, and adding Section 333.4 relating to a new fee schedule to implement the Commercial Energy Conservation Ordinance.

Description: 1. The Commercial Energy Conservation Ordinance (CECO), Ordinance No. 216-88, provides that the Board of Supervisors shall establish fees to cover the operational costs to implement the Commercial Energy Conservation Ordinance.

The new fees recommended by the Director of the Department of Public Works are as follows:

Initial Filing Fee	$125.00
Compliance Filing Fee	25.00
Appeal Filing Fee	40.00

2. The proposed Initial Filing Fee of $125.00 is based on the following calculations of annual costs:

Staffing

Clerical 4.5 hrs x 220 days x $26.00 per hour	$25,740	
Inspector 6.5 hrs x 220 days x $54.00 per hour	77,220	
Mechanical Engineer, 6.75 hrs. x 220 days x $57.00 per hour	84,645	
		$187,605

Computer Programs

Information Services Division (ISD) - 1st Year Estimated Costs	$17,496	
BBI Tracking System - 1st Year Estimated Costs	620	
		18,116

Forms and Brochures

One Year Supply of Forms	$2,035	
Reproduction - Brochures	7,820	
		9,855
Estimated Annual Cost		$215,576
Estimated No. of Filing/Year		÷ 1,728
Estimated Cost for Each Filing		$124.75

3. The proposed Compliance Filing Fee of $25.00 for the filing of compliance report is based on the actual storage fee and staff time needed for each filing, as follows:

Storage Cost		$5.00
Staffing		
Clerical Time (30 min.)	$13.00	
Inspector's Time (7.5 min.)	7.00	
		20.00
		$25.00

4. The proposed Appeal Filing Fee of $40.00 is based on the staff time for the appointed Hearing Officer, as follows:

Estimated Staff time per Energy Conservation Measured Appeal Inspector's Time (45 min.)	$40.00

Comments:

1. The Compliance Filing Fee is assessed when filing is made to certify completion of the work required under the Commercial Energy Conservation Ordinance.

2. The Appeal Fee is assessed for each Energy Conservation Measure appealed. A hearing officer appointed by the Superintendent of the Bureau of Building Inspection hears these appeals.

3. According to Mr. Joseph Grubb, Acting Chief Housing Inspector, the estimated revenues from the proposed fees of BBI will cover BBI's staff and overhead costs for the implementation of the Commercial Energy Conservation Ordinance. On an annual basis, the estimated fees (and related costs) are as follows:

Initial Filing Fee ($125.00 x 1,728 cases)	$216,000
Compliance Filing Fee ($25.00 x 1,728 cases)	43,200
Appeal Filing Fee ($40.00 x 500 cases)	20,000
Total Annual Estimated Fees and Costs	$279,200

Recommendation: The proposed ordinance related to a new fee schedule to implement the Commercial Energy Conservation Ordinance is a policy matter for the Board of Supervisors.

Item 9 - File 102-89-1

Department: Civil Service Commission

Item: Communication transmitting an amendment to the Administrative Provisions of the Annual Salary Ordinance.

Description: 1. Section 3.2 of the Administrative Code provides that any amendments to the Administrative Provisions of the Annual Salary Ordinance shall be submitted by the Civil Service Commission to the Board of Supervisors. Accordingly, the Civil Service Commission has prepared and submitted one proposed amendment to Section 1.34 of the Administrative Provisions of the Annual Salary Ordinance. This amendment would result in an increase in the maximum allowable rate of pay for part-time employees from the current rate of $608 per month to $667 per month, representing a $59 increase or approximately 9.7 percent.

2. The proposed amendment to Section 1.34 of the Administrative Provisions of the Annual Salary Ordinance is required by Section 8.300(a)(3) of the Charter which reads in part as follows:

> "Provided that for each fiscal year following fiscal year 1963, the Civil Service Commission shall adjust the dollar maximum for part-time service as provided herein, in accordance with the average percentage increase or decrease approved for all classifications under the provisions of Sections 8.400 and 8.401 of this Charter, and such adjusted rate shall be included in the Annual Salary Ordinance."

3. Mr. John Walsh, General Manager, Personnel, reports that the proposed 1989-90 salary increase for part-time employees is consistent with the average salary increase of 9.7 percent for miscellaneous employees approved by the Board of Supervisors under the Salary Standardization provisions of Sections 8.400 and 8.401 of the Charter.

Comment: Mr. John Walsh reports that this proposed amendment will be included in the 1989-90 Annual Salary Ordinance when that document is prepared in connection with the 1989-90 budget process. At that time, the Annual Salary Ordinance will be subject to approval by the Finance Committee and the Board of Supervisors.

Recommendation: File the communication from the Civil Service Commission.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 10 - File 102-88-38

Department: Chief Administrative Office (CAO)

Proposed Action: Ordinance to amend the Annual Salary Ordinance to reflect the creation of seven new positions.

Description: 1. The details of the proposed Salary Ordinance amendment are as follows:

Proposed Action	No. of Positions	Class and Title	Proposed Biweekly Salary	Proposed Annual Salary
Create	1	1446 Secretary II	$874-$1,057	$22,812-$27,588
Create	2	5506 Project Manager III	2,684-2,684	70,052-70,052
Create	1	5508 Project Manager IV	3,108-3,108	81,119-81,119
Create	1	9765 Assistant to CAO VI	2,023-2,023	52,800-52,800
Create	1	9766 Assistant to CAO VII	2,264-2,264	59,091-59,091
Create	1	A557 Deputy Fiscal Officer, CAO	2,332-2,332	60,865-60,865

Except for the 1446 Secretary II position, the above new positions would not include Salary Step increases.

The proposed addition of seven new positions would result in an increased annual salary of $421,567 at the top steps.

2. The Board of Supervisors approved a resolution (File 209-89-1) which authorized the creation of a Waterfront Transportation Project Office under the CAO to coordinate the planning, financing, design and construction of a Waterfront Transportation Program. The Waterfront Transportation Program includes five major highway and transportation projects with three separate agencies to be responsible for their completion, as follows:

Project	Agency Responsible
• Embarcadero Parkway - Redevelopment of the Embarcadero as a landscaped boulevard from North Point on the north to approximately Fifth and King on the south. As part of this project, King Street is also to be redeveloped as a boulevard.	Department of Public Works
• MUNI Metro Turnback - Subway extension of the MUNI Metro from the Embarcadero Station to a portal south of Howard Street in the median of the Embarcadero Parkway.	Public Utilities Commission

Project	Agency Responsible
• MUNI Metro Extension - Surface extension of the MUNI Metro from the Turnback project south and west in the median of the Embarcadero Parkway and King Street Boulevard. Five platform stations are to be included.	Public Utilities Commission
• MUNI F Line - Extension of surface tracks from Market Street north along the Embarcadero Parkway to Jones Street in the Fisherman's Wharf area.	Public Utilities Commission
• I-280 Ramps - New off/on ramps linking the elevated I-280 structure with the (new) King Street Boulevard. Also includes the removal of the unused elevated I-280 structure.	CALTRANS

3. The program is expected to have a duration of at least five years. The Project Office would include a Project Manager under the CAO, who would be responsible for the overall implementation of the project and would include additional project management and support staff to assist in financing, scheduling of contracts, engineering and administration of the Program. The staff would be phased in on an as-needed basis. The maximum anticipated annual budget is as follows:

Salaries

Position Number	Position Title	No. of Positions	Annual Cost
5508	Project Manager IV	1	$ 81,119
5506	Project Manager III	2 @ $70,052	140,104
9765	Assistant to the CAO VI	1	52,800
A557	Deputy Fiscal Officer	1	60,865
9766	Assistant to the CAO VII (@ 30%)	1	17,727
1446	Secretary II	1	22,916

Position Number	Position Title	No. of Positions	Annual Cost
	Fringe Benefits		93,883
	Subtotals	7	$469,414
	Data Word Processing Maintenance		$1,500
	Other Contract Services		
	Office Equipment Maintenance	$1,000	
	Copy Machine	7,500	
	Temporary Secretary	8,736	
	Moving Expenses	3,000	20,236
	Routine Travel		2,000
	Training		2,500
	Other Services		
	Local Field Expense	$4,000	
	Postage-Messengers	3,000	
	Subscription	1,000	
	Printing	5,000	
	Entertainment	500	
	Advertising	3,500	17,000
	Telephone		6,000
	Materials & Supplies		
	Offices Supplies	$5,000	
	Data Processing Supplies	2,500	7,500
	Rental of Property		40,000
	Equipment		
	Furniture	$15,000	
	Books	1,000	16,000
	Data Processing Equipment		15,000
	Service of Other Departments		
	City Attorney	$50,000	
	Human Rights Commission	10,000	
	Reproduction	5,000	
	City Mail Services	2,000	67,000
	TOTAL		$664,150

BOARD OF SUPERVISORS
BUDGET ANALYST

4. The seven positions, which would be created by this proposed ordinance, would be classified at a future meeting of the Civil Service Commission.

Comments:

1. The Mayor's Office and the CAO have recommended the creation of the Waterfront Project Office due to the number of agencies involved and the variety of funding sources to be used in the projects. In addition to the Public Utilities Commission and the Department of Public Works, the Port of San Francisco, the Department of City Planning and the San Francisco Redevelopment Agency have important roles in insuring the success of the Waterfront Transportation Project. The centralized planning, control and accountability of the project in the Waterfront Transportation Project Office by the CAO is intended to insure that it is implemented efficiently and expeditiously.

2. The total cost of the highway and transportation improvements, which are part of the proposed Waterfront Transportation Program, are expected to exceed $200 million and are to be funded from a diversity of federal, state, local, and private sources, with the largest share from the Urban Mass Transportation Administration and I-280 Interstate Transfer funds. The total cost of operation of the Waterfront Transportation Project Office, as shown on the prior page, is expected to be fully funded from State and Federal grants.

3. The authorization to apply for and accept grant funds for the individual capital projects of the Waterfront Transportation Program and for the operation of the Waterfront Transportation Project Office would continue to require approval by resolution of the Board of Supervisors.

4. Mr. Dave Fong, of the Controller's Office, concurs that since positions under this program are expected to be employed by the City for over six months, such positions should be enumerated in the Annual Salary Ordinance as is being proposed under this ordinance.

Recommendation:

Approve the proposed ordinance based on the prior policy decision of the Board of Supervisors to authorize the creation of the Waterfront Transportation Project Office.

Memo to Finance Committee
May 24, 1989

Items 11 and 12 - Files 45-89-19 and 48-89-1

The proposed ordinance and resolution authorizing settlements of litigation are legal matters under the responsibility of the City Attorney's Office. The Budget Analyst does not normally review and report on such items.

Harvey M. Rose

cc: Supervisor Walker
Supervisor Ward
Supervisor Hallinan
President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

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CALENDAR - ACTION TAKEN

MEETING OF
FINANCE COMMITTEE

Board of Supervisors
City and County of San Francisco

WEDNESDAY, MAY 31, 1989 - 2:00 P.M. ROOM 228, CITY HALL

MEMBERS: SUPERVISORS WALKER, WARD, HALLINAN

ABSENT: SUPERVISOR WALKER

ACTING CLERK: JONI LANDRY

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NOTE: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m. the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Finance Committee, and will be acted upon by a single roll-call vote of the committee. There will be no separate discussion of these items unless a member of the committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:

   a) File 25-89-17. [Contracting Out Services] Resolution concurring with the Controller's certification that Children's Day Treatment Services can be practically performed for the Department of Public Health, Division of Mental Health, Substance Abuse, and Forensic Services by private contractor for a lower cost than similar work services performed by City and County employees. (Dept. Public Health)

   b) File 25-89-18. [Contracting Out Services] Resolution approving the Controller's certification that shuttle bus services for San Francisco International Airport can practically be performed by private contractor at a lower cost for the year commencing July 1, 1989, than if work were performed by City and County of employees. (Airports Commission)

   ACTION: Recommended.

REGULAR CALENDAR

2. File 161-89-1. [Redevelopment Agency Budget] Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 1989-90, and finding that the agency's use of tax increment funds for low and moderate income housing both within and outside of its Redevelopment Project Areas will be of benefits to such project areas. (Supervisor Ward)

   (Cont'd from 5/24/89)

   ACTION: Consideration continued to the Call of the Chair.

3. File 161-89-2. [Redevelopment Agency Bonds] Resolution approving and authorizing execution of an indebtedness limitation agreement and approving the issuance by the Redevelopment Agency of the City and County of San Francisco of bonds, notes or other evidences of indebtedness in an aggregate principal amount not to exceed $35,000,000 for the purpose of financing Redevelopment activities in fiscal year 1989-1990. (Supervisor Ward)

(Cont'd 5/24/89)

ACTION: Consideration continued to the Call of the Chair.

4. File 161-89-3. [Redevelopment Agency Policies] Resolution approving the housing and economic development policies of the Redevelopment Agency of the City and County of San Francisco. (Supervisor Ward)

(Cont'd 5/24/89)

ACTION: Consideration continued to the Call of the Chair.

5. File 100-89-16. [Mental Health] Resolution recognizing the importance of the availability of adequate mental health services for residents of all portions of the City of San Francisco and urging the Mayor and the Health Commission to assure the provision of adequate mental health services for the residents of San Francisco. (Supervisor Nelder)

ACTION: Hearing held. Consideration continued to Special Meeting on June 15, 1989, to be held at 1:30 p.m.

6. File 101-88-130. [Government Funding] Ordinance appropriating $125,000, Municipal Railway, for permanent salaries-miscellaneous; rescinding $125,000 from permanent salaries-craft and Chief Administrative Officer-Insurance and Risk reduction. (Controller) RO #8291

ACTION: Hearing held. Amended to reduce appropriation by $21,992 from $125,000 to $103,008. Recommended as amended (see file for details). Amended title: "[Government Funding] Appropriating $103,008 for permanent salaries - miscellaneous and rescinding $103,008 from permanent salaries- craft and CAO - Insurance and Risk reduction, Municipal Railway, for Fiscal Year 1988-89".

7. File 101-88-131. [Government Funding] Ordinance appropriating $300,000, Municipal Railway, for social security, rescinding $300,000 from services of other department, Public Utilities Commission. (Controller) (RO #8290)

ACTION: Hearing held. Recommended.

8. File 101-88-79.1. To consider release of reserved funds, Department of Social Services, in the amount of $200,000, for contract study of civil service position classifications assigned to Social Services. (Supervisor Walker)

ACTION: Hearing held. Release of $127,000 approved. Filed.

9. File 101-88-134. [Government Funding] Ordinance amending the Administrative Provisions of the Annual Appropriation Ordinance for the fiscal year ending June 30, 1989, to add the provisions for the recovery of interest foregone by the General Fund. (Controller)

ACTION: Hearing held. Recommended.

10. File 157-89-1. Communication from Controller submitting departmental report of fees for fiscal year 1989-90. (Controller)

ACTION: Hearing held. Filed.

11. File 101-88-132. [Government Funding] Ordinance appropriating $41,718, Public Health-Central Office, Laguna Honda Hospital and San Francisco General Hospital, for permanent salaries-miscellaneous and related mandatory fringe benefits for the creation of fifty-eight (58) positions and the deletion of fifty-eight (58) positions. (Controller) RO #8276

ACTION: Hearing held. Amended to change classifications in Section 2 (pages 2 & 3) to be consistent with the substitute legislation adopted in committee, as contained in File 102-88-43. To Board without recommendation as amended (see file for details).

12. File 102-88-43. [Public Employment] Ordinance amending Annual Salary Ordinance, 1988-89, Department of Public Health, reflecting the reallocation of fifty-eight (58) positions. (Civil Service Commission) (COMPANION TO FILE 101-88-132)

ACTION: Hearing held. Amendment of the Whole adopted to reflect substitute legislation submitted by Civil Service Commission. To Board without recommendation as amended (see file for details).

13. File 186-89-9. [Emergency Contract] Resolution authorizing the Department of Public Health, Laguna Honda Hospital, to enter into an emergency contract for the provision of certified nursing assistants through various nursing registry services. (Dept. Public Health)

ACTION: Hearing held. Amended to authorize retroactive payment from March 1, 1989, to the nursing registry services. Recommended as amended (see file for details). Amended title: "[Emergency Contract] Authorizing the Department of Public Health, Laguna Honda Hospital, to enter into an emergency contract for the provision of certified nursing assistants through various nursing registry services; providing for retroactive payment to the nursing registry services".

14. File 186-89-10. [Emergency Contract] Resolution authorizing the Department of Public Health, San Francisco General Hospital, to enter into an emergency contract for the provision of operating room nurses through various nursing registry services. (Dept. Public Health)

ACTION: Hearing held. Amended to authorize retroactive payment from May 1, 1989, to the nursing registry services and to change the date of the end of the contract period from September 31 to September 30, 1989. Recommended as amended (see file for details). Amended title: "[Emergency Contract] Authorizing the Department of Public Health, San Francisco General Hospital to enter into an emergency contract for the provision of operating room nurses through various nursing registry services; providing for retroactive payment to the nursing registry services".

15. File 101-88-133. [Government Funding] Ordinance appropriating $266,994, Water Department, for Water Conservation Program. (Controller) RO #8292

ACTION: Hearing held. Amended to reduce appropriation by $207,037 from $266,994 to $59,957. Recommended as amended (see file for details). Amended title: "[Government Funding] Appropriating $59,957 for Water Conservation Program, Water Department, for Fiscal Year 1988-89".

CLOSED SESSION

16. File 45-89-20. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Abderrahim Assali against the City and County by payment of $15,000. (City Attorney) (Superior Court No. 868-441)

ACTION: Hearing held. Recommended.

17. File 46-89-6. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Charles W. Bankhead vs. Richard Febo, Judith Lemanowicz, et al., upon receipt of the sum of $12,500; and authorizing dismissal of complaint. (City Attorney) (Superior Court No. 873-002)

ACTION: Hearing held. Recommended.

18. File 46-89-7. [Settlement of Lawsuit] Ordinance authorizing settlement of litigation of Lonnie Lawson vs. Hogg-Davis, Inc., et al., upon receipt of the sum $6,000; and authorizing dismissal of complaint. (City Attorney) (Superior Court No. 893-654)

ACTION: Hearing held. Recommended.

19. File 48-89-5. [Settlement] Ordinance authorizing settlement of San Francisco Bay Regional Water Quality Control Board administrative civil liability complaint by payment of $5,000, and setting penalties for any future violations regarding the construction of the Oceanside Water Pollution Control Plant. (City Attorney)

ACTION: Hearing held. Recommended.

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST
1390 MARKET STREET, SUITE 1025
SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

May 31, 1989

TO: Finance Committee

FROM: Budget Analyst

SUBJECT: May 31, 1989 Finance Committee Meeting

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Item 1a - File 25-89-17

Department: Public Health

Proposed Action: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Children's Day Treatment Services

Description: The Controller has determined that contracting for these Children's Day Treatment services in fiscal year 1989-90 would result in estimated savings as follows:

City Operated Service Costs	Lowest Salary Step	Highest Salary Step
Salaries and Fringe Benefits	$193,981	$232,983
Operating Expenses	44,091	44,091
Total	$238,072	$277,074
Contracted Service Cost	215,929	215,929
Estimated Savings	$22,143	$61,145

Comments:

1. Children's Day Treatment services were first certified as required by Charter Section 8.300-1 in 1980 and have continued to have been provided by an outside contractor since then.

2. The current one-year contract, which expires June 30, 1989, is with Northern California Ambulatory Health Services Inc. doing business as Children's Hospital of San Francisco. The Contracted Service Cost used for the purpose of this analysis is an informal bid from the current contractor.

3. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

Department Public Health- DMSF-CMHS For Time Period FY 1989-90

Contract Services Children's Day Treatment Services

1) Who performed services prior to contracting out?

A Civil Service Unit consisting of staff per 3 below.

2) Number of City employees laid off as result of contracting out?

None

3) Explain disposition of employees if they were not laid off.

1.0 FTE 2574 Clinical Psychologist - Retired
1.0 FTE 2932 Sr. Psych. Socwkr - reassigned to a City-run Geriatric Services U
1.0 FTE 2932 Sr. Psych. Socwkr - reassigned to City-run OMI Family Center
1.0 FTE 2587 Health Worker - left to go back to school.

4) What percent of a City employee's time is spent on services to be contracted out?

City Employees' percent of time spent operating a program equivalent to contract program would now be the same as Contractor - 4.50 FTE.
Total City Employees' percent of spent administering contract not known - records not kept in this manner.

5) How long have the services been contracted out?

Not counting 89/90: Nine years (since FY 80/81 for this program - total of 14 years with Children's Hospital for other programs).

6) What was the first fiscal year for a Proposition J Certification?

FY 1980/81

7) How will contract services meet the goals of your MBE/WBE Action Plan?

Not applicable - Contractor is a non-profit agency. Present MBE/WBE/LBE ordinance applies only to profit-making enterprises.

Marta Rangel-Carli
Department Representative

Telephone: 255-3414

(#0321P)

Item 1b - File 25-89-18

Department: San Francisco International Airport

Item: Resolution concurring with Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can continue to be practically performed by a private contractor for a lower cost than similar work performed by City employees.

Services to be Performed: Shuttlebus Services

Description: The Controller has determined that contracting for these shuttlebus services in fiscal year 1989-90 would result in estimated savings as follows:

	Lowest Salary Step	Highest Salary Step
City Operated Costs		
Salaries and Wages	$1,664,975	$1,708,271
Fringe Benefits	437,980	447,844
Subtotal Personnel	$2,102,955	$2,156,115
Operating Expenses	324,325	324,325
Total	$2,427,280	$2,480,440
Contractual Services	2,122,552	2,122,552
Estimated Savings	$304,728	$357,888

Comments:

1. Shuttlebus services were first certified as required by Charter Section 8.300-1 in 1983. These services have been provided by an outside contractor since 1975.

2. The current ten year contract, which expires December 31, 1993, is with SFO Shuttle Bus Company. The Contracted Service Cost used for the purpose of this analysis is the estimated contract cost for fiscal year 1989-90.

3. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of this contract, is attached.

Recommendation: Approve the proposed resolution.

CHARTER 8.300-1 (Proposition J) QUESTIONNAIRE

Attachment

Department SFIA-Operations For Time Period 1989-1990

Contract Services SFO Shuttle Bus Service

1) Who performed services prior to contracting out?

With the construction of the Remote Parking Facility in 1975, shuttle bus service was initiated by contract. Prior to 1975, the area was utilized as a small lot for SFIA employee parking. An employee van service was provided by Airport Parking Management (APM).

2) Number of City employees laid off as result of contracting out?

None (See #1)

3) Explain disposition of employees if they were not laid off.

N/A (See #1)

4) What percent of a City employee's time is spent on services to be contracted out?

N/A (See #1)

5) How long have the services been contracted out?

Since 1975

6) What was the first fiscal year for a Proposition J Certification?

1984-1985

7) How will contract services meet the goals of your MBE/WBE Action Plan?

Although this contract was not awarded to a MBE/WBE firm in 1983, it must adhere to the City's non-discrimination ordinance of Chapter 12B and 12C of the San Francisco Administrative Code.

Department Representative
Duke Briscoe
Telephone: 876-2112

(#0321P)

Items 2, 3 and 4 - Files 161-89-1, 161-89-2 and 161-89-3

Note: This item was continued by the Finance Committee at its meeting of May 24, 1989 pending resolution of legal and financial issues between the City and the Redevelopment Agency.

1. The first proposed resolution (File 161-89-1) would approve the 1989-90 annual budget of the San Francisco Redevelopment Agency (SFRA) and find that the SFRA's use of tax increment funds for low and moderate income housing will be beneficial. The second proposed resolution (File 161-89-2) would approve and authorize the execution of an indebtedness limitation agreement and approve the issuance of SFRA bonds up to $35 million to finance SFRA activities in fiscal year 1989-90. The third resolution (File 161-89-3) would approve the housing and economic development policies of the SFRA.

2. In previous years, the SFRA operated on a calendar fiscal year basis. This is the first year that the SFRA will be on a fiscal year of July 1 through June 30, which is the same budget year as the rest of the City and County of San Francisco. To accommodate this change, the SFRA developed and operated under a six month budget between January 1, 1989 through June 30, 1989.

3. The total administrative or operating budget proposed for the SFRA from July 1, 1989 to June 30, 1990 is $8,738,741, as compared to the previous budget of $8,706,561, based on calendar year 1988. The total SFRA budget for fiscal year 1989-90, as compared with calendar year 1988, is as follows:

Expenditures	1988 Actual Budget	1989-90 Budget Request
Personnel Costs		
Salaries, Permanent	$5,393,109	$5,289,249
Fringe Benefits	1,537,040	1,497,792
Contingent Liabilities	600,000	349,000*
Total Personnel	$7,530,149	$7,136,041
Consultant Services	104,000	102,100
Travel		
Local	5,600	14,200
Out-of-Town	9,750	10,200
Office Space Rental	350,340	313,300
Supplies	120,260	129,600
Equipment, Lease and Purchase	56,802	166,900
Insurance	251,500	249,500
Equipment Maintenance	55,915	57,400
Telephone	41,440	47,800
Janitorial	21,300	23,200

* Contingent Liabilities represent the SFRA budgeted reserves for vested sick leave and vacation pay.

Expenditures	1988 Actual Budget	1989-90 Budget Request
Postage and Messenger Services	50,925	60,500
Dues and Subscriptions	18,830	32,400
Temporary Employees	44,300	37,100
Training and Conferences	21,250	20,200
Data Processing Development	0	235,000
Other Operating Costs	24,200	103,300
Subtotal	$1,176,412	$1,602,700
Total Administrative	$8,706,561	$8,738,741
Capital Project & Debt Service	$63,918,769	$42,693,000
YBC Reserve	10,678,517	32,274,000
Subtotal	$74,597,286	$74,967,000
SFRA Budget	$83,303,847	$83,705,741
Harbor Enterprise Fund	*	$9,620,000**
Total SFRA Budget	$83,303,847	$93,325,741

Revenues	1988 Actual Budget	1989-90 Budget Request
Prior Year Savings and Earnings	$11,996,500	$3,000,000
Land Sale Proceeds	3,150,750	36,196,000
Rents and Leases	3,778,900	1,200,000
I-280 Transfer Funds	10,735,000	10,000,000
Special Assessment District	4,588,000	0
Prior Yr Bond Proceeds/Tax Increment	37,542,000	0
Unrestricted Agency Funds	3,081,200	0
Short Term Financing	2,649,497	0
1988 Tax Increment	5,782,000	***
Subtotal	$83,303,847	$50,396,000
Harbor Enterprise Revenues	*	$9,620,000
Total Revenues	$83,303,847	$60,016,000

* The Harbor Enterprise Fund expenditures and revenues for 1988 are included with the other SFRA expenditures and revenues.

** The proposed Harbor Enterprise Fund for 1989-90 includes $425,000 for personnel salaries and fringe benefits.

*** See following page.

Additional Funds Needed to Fund 1989-90 Budget	$33,309,741
Bond Required to Fund Budget Shortfall	35,063,000
Tax Increment Needed/Year for 30 Year Bond	3,338,000
Tax Increment Currently Available	2,900,000
Additional Tax Increment Needed for 1989-90	438,000
Harbor Tax Increment	160,000
Total Tax Increment Required for 1989-90	$598,000

4. The SFRA is requesting a total of $93,325,741, which includes $9,620,000 for the Harbor Enterprise Fund, which is a self sustaining special fund, for a SFRA remaining budget total of $83,705,741 ($93,325,741 total budget less $9,620,000 for the Harbor Enterprise Fund). This budget includes proposed tax financing of $3,338,000 for the next 30 years through the issuance of a bond of $35,063,000. Approval of tax increment financing reduces property tax revenues to the City's General Fund.

5. The 1989-90 proposed Capital Expenditures are $42,693,000. The category, Capital Expenditures, reflects the SFRA's planned expenditures that will be incurred in 1989-90 for planning, legal services, acquisition, rehabilitation, relocation, maintenance, disposition, affordable housing, economic development and other improvements in the SFRA's various specific projects. The following is a brief description of the proposed Capital Expenditures on a project basis:

Hunters Point $6,939,000

Hunters Point is being redeveloped as a new residential community with supporting commercial, educational, park and playground facilities and improved street patterns. Approximately 1,644 units of new housing and 122 rehabilitation units are planned. To date, 1,512 of these units have been completed. The Agency's 1989-90 program includes 180 units of subsidized housing.

India Basin $71,000

India Basin Industrial Park provides 2.2 million square feet of new facilities and includes private investment of $87.6 million. Development of 80 of the area's 81 buildable acres have been completed. In 1989-90, completion of the Wing Lee Electric Laundry, construction of a 10,000 square foot office structure and the renovation of an existing structure on Galvez Avenue by the Thomas Plant Company are projected. Approximately 9,000 jobs are projected when the facilities are completed, including an annual payroll of $300 million. The SFRA reports that prior to redevelopment, annual tax revenues were approximately $129,000, as compared with the $513,000 estimated for when India Basin Industrial Park is completed in 1989-90.

Rincon Point-South Beach $11,758,000

The Rincon Point-South Beach Project is proposed to transform the area immediately south of the Ferry Building along the waterfront into a new mixed-use waterfront neighborhood, incorporating rehabilitation and new development. In 1989-90, program activities are proposed to include: the completion of Rincon Center, Bayside Village and the Embarcadero Triangle (Delancey Street) development; initiation of the renovation of three historic warehouses and the development of Rincon Point Park and hotel sites; marketing of Pier 40; and the planning and design of South Beach Park.

Western Addition $1,875,000

The Western Addition (A-2) Project includes the development of over 5,586 new housing units, the rehabilitation and retention of over 3,965 housing units, the revitalization of the Nihonmachi and Fillmore business districts, construction of new commercial buildings and the provision of new community recreational facilities. The emphasis was on new subsidized housing for low and moderate income families with priority given to non-profit housing sponsors. Budgeted 1989-90 activities include: completion of the Fillmore Center, completion of 43 housing units; development of the community recreational facilities; continued development and negotiation of 21 parcels under Owner Participation Agreements and 12 parcels for Land Disposition Agreements; demolition of four sites, initiation of art sculptures in the Fillmore Center public plaza and completion of the street tree programs.

Yerba Buena Center $6,540,000

Yerba Buena Center (YBC) is a 87-acre mixture of rehabilitation and new development, including a major hotel and office building, retail, recreational and cultural activities, located adjacent to San Francisco's downtown office and retail center. During 1989-90, the 1,500 room Marriott Hotel will be completed, construction of the Mosone Convention Center expansion will proceed and the Agency will continue the design of the cultural facilities, gardens and bridges. YBC is projected to be completed in 1993.

Fisherman's Wharf — No Capital Proposed

The Fisherman's Wharf Project includes approximately 38 blocks along the northern waterfront between Piers 33/35 and Aquatic Park. A redevelopment plan for this area is underway and is expected to be completed in 1989-90. The proposed budget does not include any funds for any capital projects for Fisherman's Wharf itself.

South Bayshore — $510,000

The South Bayshore area has not been declared an Official Redevelopment Survey Area. The proposed area includes Hunters Point, and is roughly bounded by Islais Creek Channel, the Bayshore Freeway, the San Mateo County Line and the San Francisco Bay. During 1989-90, the Agency will be assisting in the development of an Economic Development Strategy for this area.

Central Relocation Services (CRS) — No Capital Proposed

Central Relocation Services provides technical rehousing assistance, administers benefits and provides counseling for households required to move by: (1) public supported actions such as the Rehabilitation Assistance Program (RAP); (2) emergencies such as fires; and (3) unsanitary and/or hazardous building conditions as cited by the Department of Public Works and the Department of Public Health. To assist in these efforts, CRS administers San Francisco's Special Temporary Rent Assistance Program (STRAP) which provides rental payments, loans, grants and finders fees to meet emergency needs. In 1989-90, CRS proposes to provide rehousing assistance to 550 displaced households and coordinate approximately 80 inspections of replacement housing by Bureau of Building Inspection.

City-wide Housing Program — $10,000,000

The SFRA plans to undertake an expanded housing program, which will not be restricted to the redevelopment project areas. To achieve its goals, the SFRA is currently developing its proposed housing program by establishing criteria and priorities in selecting potential projects and these efforts are being coordinated with the City's Deputy Mayor for Housing.

Economic Development Loan Fund — $5,000,000

The SFRA proposes to create an economic development loan fund to foster minority and small business development and the participation in redevelopment project areas. The specific scope of the program and the criteria for use of the fund will be defined by the SFRA Commission in conjunction with the Mayor's Office of Economic Development. Funds are proposed to be used for working capital, inventory, equipment, furniture, fixtures, leasehold and facade improvements, bonds, insurance, franchise costs and job training.

Total Capital Project Costs — $42,693,000

6. In order to fund the estimated additional $33,309,741 needed to balance the 1989-90 SFRA budget of $83,705,741, the SFRA proposes to issue tax revenue bonds. The proposed resolution (File 161-89-2) would approve and authorize the SFRA to execute an indebtedness limitation agreement and to issue up to $35 million of tax revenue bonds. Issuance of the proposed $35 million bonds is subject to approval by the Board of Supervisors. These bonds would be repaid from the tax increment revenues received by the SFRA. However, it should be noted that although the resolution states that the bond is limited to $35 million, the SFRA's proposed budget reflects a need to issue bonds totalling approximately $35,063,000.

7. The proposed indebtedness limitation agreement would restrict the amount of tax increment revenues that are necessary to service the scheduled payments of principal and interest on the bonds to a maximum of $3.4 million annually. This indebtedness limitation agreement of $3.4 million annually would extend for the life of the 1989-90 bonds. The indebtedness limitation agreement thus restricts the SFRA's claim of tax increment revenues from the City to the $3.4 million annual maximum. As proposed in the SFRA's 1989-90 budget, only $438,000 of additional tax increment revenues would be required during the coming year.

8. However, it should be noted that the proposed limitation is in addition to any other tax increment revenue claims already in place. For example, the SFRA Harbor Bonds require the SFRA to claim all tax increment revenues from the South Beach Harbor Project, located within the Rincon Point - South Beach Redevelopment Project Area. The estimated amount of the Harbor Bonds tax increment revenues available to be claimed by the SFRA on October 1, 1989 is approximately $160,000. Therefore, the total tax increment revenues to be allocated to the SFRA is projected to be $598,000 ($438,000 and $160,000) for fiscal year 1989-90. The proposed limitation also does not prevent the SFRA from issuing bonds in the future that are secured by either tax increment revenues or other fund sources. However, any subsequent issuance of bonds by the SFRA is subject to approval by the Board of Supervisors.

9. Because of restrictions placed on the SFRA's expenditures during the current year, the SFRA has approximately $2.9 million of tax increment revenues available. According to the indebtedness limitation agreement, this $2.9 million would be applied to the 1989-90 fiscal year limitation of $3.4 million. Therefore, the maximum amount that could be claimed by the SFRA in 1989-90 would be reduced to approximately $600,000 ($3.4 million less $2.9 million).

10. The third proposed resolution (File 161-89-3) would approve the housing and economic policies of the SFRA. The proposed housing and economic development policies are included in the SFRA's Mission Statement, which was adopted by the SFRA on April 11, 1989. Administrative Guidelines were subsequently adopted by the SFRA on May 16,1989 and concern the process by which the Housing Fund will be allocated. In general, the SFRA's Mission Statement addresses a new direction for the SFRA:

> "The new period marks a break with the past role of the SFRA in which it engaged in redevelopment programs as a semi-independent agency, concerned mainly with the completion of plans it devised in only part of the City. The Agency's mission has evolved toward a comprehensive view of the City as a whole and cooperation with other City agencies and community and neighborhood groups aimed at solving citywide housing and development problems defined by elected officials and citizens of San Francisco."

The SFRA's Mission Statement and the accompanying proposed resolution (File 161-89-3) provide for the SFRA to complete existing Redevelopment Agency projects, including Rincon Point-South Beach for the amount approved as of November, 1988 plus no more than an additional $88,871,000 and to complete Yerba Buena Gardens for a total cost of $87,600,000.

12. The SFRA's housing policies specifically state that over the next 12 years, the SFRA will spend over 50 percent of the total tax increment funds allocated to the SFRA for low and moderate income housing and that in any given year, no less than 25 percent of tax increment funds will be used for affordable housing. The SFRA will target its housing assistance to low and moderate income families whose income averages 60 percent of the median income. In fiscal year 1989-90, the SFRA pledges to spend at least $10 million for affordable housing.

13. The SFRA's economic development policies specifically are intended to improve local small business participation in all redevelopment project areas, with particular emphasis in minority communities where the need is the greatest. The SFRA proposes to include a minimum of five percent of its annual tax increment revenues for local small business development. In fiscal 1989-90, the SFRA has included a total of $5,380,000 for economic development activities, or approximately six percent of its budget.

Comments

1. Section 33606 of the State Community Redevelopment Law requires that the Board of Supervisors approve the annual budget of the SFRA. The annual budget is required to be all-encompassing and to comprise all anticipated revenues and expenses, including proposed bond proceeds and debt service payments. The SFRA's 1989-90 budget presents the budget for the entire SFRA for the twelve month period between July 1, 1989 and June 30, 1990.

2. During the first six months of 1989, the SFRA had budgeted a total of 121 full time equivalent (FTE) employees, as compared with the proposed 113.5 FTEs for 1989-90. This reflects an overall reduction of 7.5 full-time equivalent (FTE) employees. The SFRA reports that a total of 16 positions were eliminated and 8.5 new positions were created in order to respond to the changing orientation of the SFRA to focus on housing and economic development. The 8.5 new positions are as follows:

		Annual Salary
1	Deputy Executive Director, Development	$88,055
1	Chief, Economic Development	74,218
1	Chief, Housing Production and Management	74,218
1	Community Liaison Officer	65,734
1	Coordinator, Special Projects	63,024
1	Economic Development Specialist	58,163
0.5	Finance Director	44,027
1	Clerk	23,972
1	Senior Clerk Typist	27,359

3. The salary computations for the proposed SFRA 1989-90 budget includes an increase of 9.5 percent, amounting to approximately $600,000, for fiscal year 1989-90. This is in comparison with the projected 9.7 percent increase approved in the salary standardization ordinance for Civil Service miscellaneous employees of the City and County of San Francisco for fiscal year 1989-90. The SFRA reports that no salary increases were included in the SFRA's budget for fiscal year 1988-89 and that the last SFRA salary increase was 5.4 percent, including comparable worth, which was effective as of July 1, 1987.

4. The proposed budget does not include a provision for salary savings. A provision for salary savings of five percent would result in a budget reduction of $360,600 for fiscal year 1989-90. This amount includes the proposed Harbor Enterprise Fund budget for salaries and fringe benefits. The proposed five percent salary savings should be reasonable given the number of new, particularly higher level employees to be hired during the coming fiscal year.

5. The proposed Contingent Liabilities in the SFRA budget of $349,000 should be eliminated. According to Mr. Bob Gamble of the SFRA, this amount represents the SFRA's budgeted reserves for employee vested sick leave and vacation pay and is included in the SFRA's budget as a contingency against possible discontinuation of the SFRA's activities. If the SFRA's activities are discontinued, necessary provisions should be made at that time to fund any continuing liabilities of the SFRA and this amount should not be included in the 1989-90 budget.

6. If both the proposed Contingent Liabilities are eliminated (Comment 5) and the proposed salary savings are included (Comment 4) in the SFRA's 1989-90 budget, together, these actions would reduce the SFRA's budgeted expenditures by a total of $709,600. This would result in a total SFRA expenditure budget of $92,616,141 ($93,325,741 less $709,600). This would also translate into a total of approximately $32,600,400 of funds required to balance the 1989-90 budget (as opposed to the currently proposed $33,309,741) and a projected bond issuance of $34,314,000 (as opposed to the currently proposed bond issuance of $35,063,000). Instead of the currently proposed $3,338,000 tax increment revenues required for 30 years to repay the bond, $3,274,000 of tax increment revenues would be required each year for the next 30 years, a difference of $1,920,000 over the 30 year period, or $64,000 per year. In 1989-90, given the $2,900,000 of tax increment funds available, an additional amount of $374,000 would be needed to balance the SFRA's budget. This is in comparison with the presently proposed $438,000, again a difference of $64,000. Including the projected Harbor Enterprise tax increment revenues of $160,000 would result in a total tax increment revenue allocation to the SFRA of $534,000 for fiscal year 1989-90. The recommended $534,000 is $64,000 less than the originally proposed $598,000 of tax increment revenues.

7. In previous years, the SFRA received revenues from various other sources (e.g., Community Development Block Grants (CDBG) and other federal grants and entitlements). However, these other, primarily federal revenue sources, are no longer available due to the limited availability of federal monies. As a result, the SFRA has had to rely increasingly on local tax increment revenues to support an increasing amount of the SFRA activities. Tax increment financing reduces the amount of property tax revenues that are available to the City's General Fund. In previous years, the SFRA did not claim most of the tax increment funds that were generated by the redevelopment areas, because the SFRA was able to secure other outside funds, thus enabling these unclaimed tax increment monies to accrue to the City's General Fund.

8. The proposed indebtedness limitation agreement would protect the City's General Fund by limiting the amount of tax increment revenues that the SFRA can claim in any given year to a maximum of $3.4 million. In 1988-89, the redevelopment areas are projected to generate approximately $21.75 million in tax increment revenues. In 1988-89, the SFRA was limited to claiming and receiving approximately $5.8 million, leaving the remaining balance of $15.95 million in the General Fund ($21.75 million generated less $5.8 million allocated to the SFRA). Of the $5.8 million allocated to the SFRA in 1988-89, the SFRA was only permitted to expend one-half of that amount, or $2.9 million, leaving a remaining balance of $2.9 million. As previously noted, the remaining $2.9 million will be used to reduce the maximum annual amount of $3.4 million tax increment revenues to approximately $598,000 in 1989-90. An amount of $438,000 is proposed to be needed in addition to the $160,000 projected to be generated by the South Beach Harbor Project for a total of $598,000 in fiscal year 1989-90. In 1989-90, the redevelopment areas are projected to generate approximately $27.4 million of tax increment revenues. Assuming approximately $600,000 is allocated to the SFRA, this leaves a remaining balance of approximately $26.8 million that can be allocated to the General Fund ($27.4 million generated less $600,000 allocated to the SFRA).

9. Bernal Heights is currently designated as a Redevelopment Survey Area and a Survey Area study of Bernal Heights is projected to be completed in August, 1989. The SFRA reports that although their initial proposed budget included approximately $440,000 for preliminary plans for infrastructure improvements in Bernal Heights, the Mayor's Office eliminated this amount in their budget. The Mayor's Office also eliminated funding for architectural and engineering design work at Fisherman's Wharf. The Mayor's Office reports that these projects need to be reevaluated given the new direction of the SFRA to focus on creating low and moderate income housing and economic development and that there may be more appropriate and cost effective methods of redeveloping Bernal Heights and Fisherman's Wharf.

10. Ms. Carol Wilkins of the Mayor's Office reports that the City Attorney, the Mayor's Office and the Controller's Office need to work with the Redevelopment Agency during the next several weeks to clarify the State Controller's position and State law in order to avoid jeopardizing the long term effects of tax increment revenues on the City's General Fund. Based on the clarifications received, a new indebtedness agreement between the City and the Redevelopment Agency will be drafted and brought back to the Finance Committee and the full Board of Supervisors for approval. The Mayor's Office is therefore requesting a continuance of these three items.

Recommendations

1. In accordance with Comments 4, 5 and 6, amend the proposed resolution (File 161-89-1) to reduce the proposed expenditure budget by $709,600 ($360,600 plus $349,000), from $93,325,741 to $92,616,141. This action will reduce the proposed tax increment financing by $64,000 per year for each of the next 30 years and would therefore reduce the 1989-90 tax increment revenue allocation to the SFRA from a total of $598,000 to $534,000.

2. In accordance with the Mayor's Office request, continue the proposed resolutions (Files 161-89-1, 161-89-2 and 161-89-3) in order to allow the City Attorney, the Mayor's Office, the Controller's Office and the Redevelopment Agency to resolve outstanding financial and legal issues.

Item 5 - File 100-89-16

1. The proposed resolution would urge the Mayor and the Health Commission to assure the provision of adequate mental health services for the residents of San Francisco.

2. The Mayor's Budget for Community Mental Health Services (CMHS) for fiscal year 1989-90 totals $86,276,374 and includes General Fund support of $35,798,080. This compares to a total budget for fiscal year 1988-89 of $82,325,463 which included $33,723,494 in General Fund support.

3. The Mayor's Office reports that the programmatic impact on mental health services of the proposed 1989-90 budget is as follows:

> "Most of the 65 mental health clinics will experience no budget cuts in the 1989-90 fiscal year.
>
> However, reductions are being made in seven clinic budgets. (List of clinics attached.) Two small clinics, the Social Skills Center in the Civic Center area and the 29th Street Outpatient Clinic, will be closed. Clients will be directed to other nearby facilities.
>
> The Alemany Day Treatment Center which now conducts activities and group programs for 22 clients on a daily basis, will be restructured to provide vocational and independent living skills for a case load of about 150 to 200."

Comment

The Budget Analyst will review in detail the 1989-90 Community Mental Health Services budget, as well as all other 1989-90 budgets as recommended by the Mayor, for the forthcoming budget hearings to be held by the Finance Committee of the Board of Supervisors.

Recommendation

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

CHANGES IN MENTAL HEALTH CLINIC FUNDING

Contract Providers	88-89 Contract	89-90 Contract*	Percent Change
Richmond Area Multi-Services (RAMS)**	$ 829,000	$ 809,000	- 02%
Westside**	720,000	709,000	- 02%
Japanese Family Service	112,000	99,000	- 12%
Tenderloin Self-Help	452,000	452,000	0%
Civil Service Providers			
Mission Crisis Center	762,000	783,000	+ 03%
Chinatown Child Development Center	900,000	912,000	+ 01%
Center for Special Problems	1,526,000	1,630,000	+ 07%

*Totals include cost of living increases and/or Civil Service salary increases.

** To some degree, Medi-Cal revenues will be available to increase these amounts.

Note: Increases in costs have resulted in service level reductions even though several clinics have small percentage increases in their budgets.

Item 6 - File 101-88-130

Department: Municipal Railway (MUNI)

Item: Supplemental Appropriation Ordinance to fund Permanent Salaries - Miscellaneous in the Transportation Division for the remainder of FY 1988-89.

Amount: $125,000

Source of Funds: Reappropriation of Permanent Salaries - Craft ($85,000) and CAO - Insurance and Risk Reduction ($40,000).

Description: 1. The Public Utilities Commission (PUC) Finance Bureau has anticipated a deficit of $125,000 in Permanent Salaries, Miscellaneous as the result of (1) a salary savings rate which MUNI has been unable to attain, and (2) the underbudgeting for premium pay for the position, 9139 Transit Supervisor. According to the PUC Finance Bureau, sufficient funds in the Maintenance Division, craft salaries and insurance/risk reduction line items are available to be transferred to the Transportation Division, Permanent Salaries - Miscellaneous.

2. The PUC Finance Bureau indicates that the projected salary savings of 5.2 percent for MUNI's Transportation Division has not been realized because the rate of attrition has been much less than budgeted. At the present time, MUNI has seven positions budgeted for management personnel during the current year which are vacant, and would be filled as part of this request for supplemental funds. While these positions are vacant, overtime at time and one-half for existing management personnel is used to maintain MUNI's scheduled service.

Comments:

1. The Budget Analyst has made a review of financial data provided by the PUC Finance Bureau indicating actual costs to date and projected needs for MUNI Permanent Salaries - Miscellaneous as follows:

Permanent Salaries -Miscellaneous		
FY 1988-89 Actual Costs and Projected Needs		$18,891,911
FY 1988-89 Revised Budget		18,802,852
Excess of Costs Over Budget		$ 89,059
Budgeted Positions to be filled:		
(4) 9139 Transportation Supervisors		
$1,457 bw x 1.3 p.p.* x 4 positions	$7,576	
(1) 9140 Transit Manager I		
$1,506 bw x 1.3 p.p.* x 1 position	1,958	
(2) 9141 Transit Manager II		
$1,698 bw x 1.3 p.p.* 2 positions	4,415	
		13,949
Budget Deficiency		$103,008
Supplemental Appropriation Amount		125,000
Amount of Supplemental Appropriation Not Needed		$21,992

* The existing budgeted positions cannot be filled until the Board of Supervisors and the Mayor approves this supplemental appropriation which could not be before June 13, 1989.

PUC Finance Bureau personnel Ed Harrington and Carlos Jacobo concur with the Budget Analyst's analysis.

2. MUNI is currently using overtime pay to maintain its scheduled level of service. MUNI would save substantial funds if regular pay were used to the greatest extent possible in lieu of overtime pay. In this regard over a one-year period, the savings for the seven positions, as identified in Comment 1, by paying regular salary funds rather than overtime salary funds, would amount to $140,026.50.

Recommendation: Reduce the amount of the supplemental appropriation by $21,992 from $125,000 to $103,008 and approve the proposed ordinance as amended.

Memo to Finance Committee
May 31, 1989

Item 7 - File 101-88-131

Department: Municipal Railway (MUNI)

Item: Supplemental Appropriation Ordinance to fund Social Security benefits contributions for the remainder of FY 1988-89.

Amount: $300,000

Source of Funds: MUNI Railway Operating Fund Services of the Public Utilities Commission.

Description:

1. Additional funds are needed in the Social Security line item account in order to have sufficient funds in the budget to cover actual Social Security contributions expended during the first seven months (July 1988 - February 1989) of FY 1988-89, and projected Social Security contributions during the final five months (March 1989 - June 1989) of FY 1988-89.

2. Social Security contributions are calculated in conjunction with City Retirement contributions for all MUNI employees. The Controller's Office uses a discount factor to deduct Retirement and Social Security contributions from the fringe benefits of temporary employees and other employees who are not eligible for these fringe benefits. This computation is applied to various City Departments. Although certain MUNI temporary employees are ineligible for Retirement benefits, they are eligible for Social Security contributions as required for all transportation-related employees under the Railroad Retirement Act. However, an allowance was not made in the discount computation for the special case covering MUNI employees. This computation should have resulted in an adjustment to the discount factor to reinstate the Social Security contributions. As a result of not providing for this allowance, the amount budgeted for Social Security contributions in FY 1988-89 was insufficient to cover this fringe benefit for MUNI employees. An adjustment has been made to the discount factor for the correct calculation of Social Security contributions for MUNI personnel in the FY 1989-90 budget proposal.

Comments:

1. According to Mr. Carlos Jacobo of the Public Utilities Commission (PUC) Finance Bureau, the budget deficiency for Social Security contributions is as follows:

Social Security contributions:	
FY 1988-89 Actual Costs and Projected Needs	$9,268,737
Social Security Budget FY 1988-9	8,734,645
Budget Deficiency	$534,092
This Supplemental Appropriation	300,000
Balance of Deficiency Available from Other Fringe Benefits Accounts	$234,092

The Budget Analyst concurs with PUC's analysis of the budget deficiency.

2. Mr. Jacobo indicates that he anticipates that there will be residuals from other fringe benefit accounts, including Retirement and Health Services, that would be transferred to the Social Security account to make up the difference between the anticipated budget deficiency and the amount of this proposed supplemental appropriation.

Recommendation: Approve the proposed ordinance.

Item 8 - File 101-88-79.1

Department: Department of Social Services (DSS)

Item: Request to release a reserve

Amount: $200,000

Source of Funds: General Fund monies appropriated in the DSS 1988-89 budget but placed on reserve.

Description: 1. The Department of Social Services is requesting a release of a reserve in the amount of $200,000 in order to acquire contract services to provide a Comprehensive Classification and Performance Standards Study for the Department. The $200,000 requested by DSS is $30,000 less than the $230,000 originally placed on reserve by the Board of Supervisors for the purpose of this study. The $230,000 represented an estimate by DSS of the cost for the proposed study. The $200,000 now being requested by DSS reflects the actual cost of the proposed study based on a contract recently negotiated by DSS for these services.

2. This proposed study would provide for a comprehensive classification and performance standards study for all management, professional, technical and clerical classifications in DSS (i.e., classifications that are currently both Department-specific and utilized City-wide). Elements of the proposed study would include: analysis of all current departmental classifications and the development of new classification specifications as needed; evaluation and analysis of current internal relationships between classifications and recommendations for revised internal relationships between classifications; analysis of the Department's current performance appraisal system and development of job-related performance standards for each classification; and development of an ongoing classification maintenance plan.

3. DSS plans to conduct the classification study in two phases. Phase I will be a study of department-specific classes (i.e., Social Worker-type classes in contrast to City-wide classes). Phase II will be a study of those positions in DSS which have City-wide classifications. DSS's plan to divide the study into two phases was the result of discussions between DSS and the Civil Service Commission regarding a pending proposal by the Civil Service Commission to conduct a City-wide classification study. Both Departments agreed that conducting the DSS classification study in two phases would facilitate the coordination of the results of the DSS

study with those of the Civil Service Commission's City-wide classification study, if the latter study is ultimately requested and approved.

4. The $230,000 for the DSS classification study was placed on reserve by the Board of Supervisors pending submission to the Finance Committee by DSS of information regarding the number of hours and the hourly rates of the outside contractor selected to conduct the classification study, and the amount of funds to be allocated to MBE/WBE firms.

5. DSS selected an outside contractor through the City's Request for Proposal process. A total of twenty-nine firms were sent notices informing them of the DSS Request for Proposals (RFP). Of the twenty-nine firms notified, four firms responded to DSS regarding the RFP. The firms which responded included, Lillian Holford Personnel Services, Redenux and Associates, U.S. Human Resources Group and Ralph Andersen and Associates. Of the firms that responded, only one submitted a bid. The firm which submitted the bid, Ralph Andersen and Associates, was selected to conduct the study. Following is a breakdown of costs for the DSS classification study as provided by the contractor:

	DSS Only Classifications Phase I	City-wide Classifications Phase II
Section 1 - Study Introduction		
Services*	$7,500	$7,500
Operating Expenses**	1,500	1,500
Section 2 - Classification Study		
Services*	50,000	32,000
Operating Expenses**	8,500	5,500
Section 3 - Internal Relationships		
Services*	6,000	8,000
Operating Expenses**	1,000	1,000
Section 4 - Performance Standards		
Manual Services*	15,500	15,500
Operating Expenses**	2,000	2,000

	DSS Only Classifications Phase I	City-wide Classifications Phase II
Section 5 - Implementation and Maintenance Services*	15,000	0
Operating Expenses**	5,000	0
Subtotal	$112,000	$73,000
Total Phase I and II		$185,000
Contingency Fee for Additional Costs Associated with Section 2 - Classification Study (Employee Review Process)		15,000***
Total Contract Amount		$200,000

* The contractor provided no hourly rates to DSS for services listed under each section of the study, with the exception of the Employee Review Process for which the contractor will charge an hourly rate of $90.00.

** Cost for operating expenses is based on guidelines contained in the Request for Proposals. These operating expenses include, printing, photocopy, materials, travel, telephone, postage and insurance.

*** The contractor developed this contingency fee based on certain assumptions regarding the number of employees who will appeal findings of the study and the number of hours that would be necessary to interview these employees. DSS plans to monitor the number of employees who actually appeal the findings, and to calculate the costs based on the actual number of hours required by the contractor to interview these employees. The contractor will not be able to bill against the contingency fee until services have actually been rendered and verified by the Department.

Comments:

1. According to Mr. Ray Sullivan, Director of Budget of DSS, the Department has been notified by the State Department of Social Services that the proposed classification study represents a category of expenditure that is reimbursable by the State. Mr. Sullivan adds that because expenditures for the proposed study would be reimbursed by the State at the same rate as other departmental expenditures, DSS anticipates the City would recover approximately 75 percent, or $150,000 of the costs of the study. Therefore, 25 percent, or $50,000 of the $200,000 required for the study would be funded through the General Fund.

BOARD OF SUPERVISORS
BUDGET ANALYST

2. Ms. Fran Kaplan, Executive Assistant to General Manager of Personnel, reports that the Civil Service Commission has met with the Mayor's Office to discuss the details of a City-wide classification study. According to Ms. Kaplan the Mayor's Office is in agreement with the Civil Service Commission that the City-wide classification study should be conducted. Towards this end, the Mayor's Office has agreed, verbally, to approve funding of approximately $300,000 to fund the study. Ms. Kaplan advises that the Civil Service Commission has issued a Request for Quotes to solicit the required services for the City-wide classification study. Ms. Kaplan anticipates that funds for the study would be requested through a supplemental appropriation request in FY 1989-90.

3. Ms. Jennifer Goldfinger, Contract Manager of DSS, reports that Ralph Andersen and Associates is neither a Minority Business Enterprise firm or a Women Business Enterprise firm. However, Ms. Goldfinger adds that Ralph Andersen and Associates intends to subcontract with minority contractors to provide a portion of the services required under the contract. Ms. Goldfinger stated that the extent of minority participation on the contract is not known at this time.

4. The $230,000 for the DSS classification study was placed on reserve pending the submission to the Finance Committee by DSS of information regarding the estimated number of hours and the hourly rates of the outside contractor selected to conduct the classification study, and the amount of funds to be allocated to MBE/WBE firms. Additionally, the Budget Analyst recommended in the prior report to the Finance Committee that when DSS reports back to the Committee on such details, the portion of funds needed for Phase II of the classification study should continue to be reserved, pending clarification as to the details relating to the future City-wide classification study and the relationship of the DSS Phase II study pertaining to City-wide classifications to the Civil Service City-wide classification study. The DSS Phase II portion of the costs is estimated at $73,000.

5. On May 30, 1989, DSS provided us with the attached information regarding estimated hours, hourly rates and MBE/WBE participation on the contract.

Recommendation: Approve the release of funds on reserve in the amount of $127,000. Continue to reserve $73,000 related to Phase II of the DSS study in accordance with Comment number 4 above.

ADDITIONAL INFORMATION PROVIDED BY HEATHER RENSCHLER OF RALPH ANDERSEN AND ASSOCIATES ON MAY 30, 1989.

A. Extent of MBE/WBE participation on the contract.

Ralph Anderson and Associates intends to subcontract with minority contractors. The amount allocated to pay to these subcontractors is $17,000 or 10.8% of total professional services (157,000).

B. The estimated hours and hourly rate for the services listed under each section of the classification study are as follows:

20% (of work done by the Div. Mgr. & Program Mgr.) 110.00 p/hr.
255 hrs. = $28,000

30% (of work done by the Principal consultant) 90.00 p/hr.
467 hrs. = $42,000.

30% (of work done by Senior consultant) 90.00 p/hr.
467 hrs. = $42,000

20% (of work done by consultant) 60.00 p/hr.
467 hrs. = $28,000

Number of hrs. of Professional Services = 1,656

TOTAL	$140,000
Subcontractor	17,000
Sub Total	$157,000
General Expenses	28,000
	$185,000
Amount reserved for Employee reviews	15,000
TOTAL FUNDS RESERVED	$200,000

Item 9 - File 101-88-134

1. The proposed ordinance would amend the Administrative Provisions of the Annual Appropriation Ordinance for the fiscal year ending June 30,1989 to add a provision for the recovery of interest foregone by the General Fund.

2. The proposed ordinance would add Section 31 to the Annual Appropriation Ordinance for fiscal year 1988-89, to direct the Controller to recover the interest which the General Fund was forced to forego because General Fund monies were advanced to fund projects which are later funded through General Obligation, lease revenue or revenue bonds or other legal obligations of the City and County of San Francisco. The Controller would be responsible for the recovery of the foregone interest through transfers to the General Fund from the proceeds of the subsequent bond sales or other available sources. The interest rate used by the Controller would be the monthly rate of return earned by the City Treasurer on General City Pooled Cash funds during the periods covered by each of the advances.

3. For example, in March of 1989, the Public Library received approval from the Board of Supervisors (File 101-88-91) for a supplemental appropriation of $655,000 in order to finance the issuance of the Public Library bonds, hire staff to coordinate the administrative costs in connection with the approved bond program, define the parameters of the construction projects, select architectural firms and initiate the environmental impact report. The Public Library wanted to undertake these activities prior to the issuance of the New Main Library and Branch Libraries Construction and Renovation bonds. Therefore, the $655,000 was to be paid from the City's Cash Reserve Fund, or General Fund. The Public Library bond proceeds, which the City will receive in June or July of 1989, will be used to reimburse the City's Cash Reserve Fund for the $655,000. However, there currently is no provision for the Public Library bonds to repay the City for the interest foregone on the $655,000 during the approximately three month period that the funds were made available to the Public Library. The proposed ordinance that is the subject of this item would enable the Controller to recover such lost interest earnings.

4. In addition to the Public Library bond example cited above, the proposed ordinance would affect the Fire Department's Protection System Improvement Bonds, the Department of Public Works' Street and Safety Improvement Bonds, the Police Department's Facilities Improvement Bonds, the Recreation and Park Department's Facilities Improvement Bonds and the Mental Health Facilities Improvement Bonds, which were advanced General Fund monies during fiscal year 1988-89. The Controller's Office has provided the attached Schedule of Adjustment to General Fund Interest Earned on Pooled Cash Investments brought about by Negative Balances on Arbitrage-Affected Bond Funds for the period from July 1, 1988 to December, 1988. As shown in this report, the General Fund's foregone interest earnings during the first six months of fiscal year 1988-89, was $111,091.

5. The proposed ordinance would be retroactive for all of fiscal year 1988-89. This provision would enable the Controller's Office to recover all foregone interest earnings during this past fiscal year. Dave Fong of the Controller's Office reports that if the Board of Supervisors approves of the proposed ordinance, this provision would be included in future Annual Appropriation Ordinances. Each fiscal year's Annual Appropriation Ordinance must be approved by the Board of Supervisors.

6. As interest rates will fluctuate and the amount of funds advanced by the General Fund will also vary from year to year, neither the Controller nor the Budget Analyst can accurately estimate what the amount of foregone interest earned by the General Fund that would be recovered in future years if the proposed ordinance is approved.

Recommendation

Approve the proposed ordinance.

CITY & COUNTY OF SAN FRANCISCO
SCHEDULE OF ADJUSTMENT TO GENERAL FUND INTEREST EARNED ON POOLED CASH INVESTMENTS
BROUGHT ABOUT BY NEGATIVE BALANCES ON ARBITRAGE-AFFECTED BOND FUNDS
FOR THE PERIOD FROM JULY, 1988 TO DECEMBER, 1988

FISCAL FUND	MONTH / TITLE	POSTED TO FG/FD	CASH BALANCE PER RB 69 CALENDAR MONTH END	ALLOCATION FACTOR	GEN. FUND'S LOST INTEREST EARNED ADJUSTMENT [redacted]
	JULY 1988				
1986	Fire Protection System Improvement	05-606	(4,835,562.31)	0.00752391842	36,382.38
	AUGUST 1988				
1986	Fire Protection System Improvement	05-606	(3,569,092.86)	0.00834355180	29,778.91
1987	Street & Safety Improvement	05-607	(56,657.68)		472.73
1987	Police Dept. Facilities Improvement	05-608	(14,850.81)		123.91
1987	Rec & Park Facilities Improvement	05-609	(12,195.87)		101.76
1987	Mental Health Facilities Improvement	36-801	(2,774.47)		23.15
	SEPTEMBER 1988				
1986	Fire Protection System Improvement	05-606	(3,574,473.38)	0.00666333589	23,817.92
	OCTOBER 1988				
1986	Fire Protection System Improvement	05-606	(24,932.45)	0.00751379183	187.34
1987	Police Dept. Facilities Improvement	05-608	(31,485.16)		236.57
1987	Mental Health Facilities Improvement	36-801	(6,983.12)		52.47
	NOVEMBER 1988				
1986	Fire Protection System Improvement	05-606	(28,636.40)	0.00675462213	193.43
1987	Police Dept. Facilities Improvement	05-608	(73,903.77)		499.19
	DECEMBER 1988				
1986	Fire Protection System Improvement	05-606	(2,909,468.52)	0.00660636368	19,221.01
TOTAL ADJUSTMENTS		05-606			109,580.99
		05-607			472.73
		05-608			859.67
		05-609			101.76
		36-801			75.62
		01-001			111,090.77

Attachment

Item 10 - File 157-89-1

1. This item is a communication submitting the Controller's Departmental Report of Fees for fiscal year 1989-90.

2. The Controller's Office, pursuant to Section 3.17-2 of the Administrative Code, has prepared a comprehensive report of departmental fees for fiscal year 1989-90. This report dated May 15, 1989, has been provided to the Board of Supervisors, and is contained in the file. This report compares 1988-89 fees with the 1989-90 fees, as recommended by City departments and contains cost data showing whether the departmental fees are recovering the full costs of the services provided.

3. All fees included in the 1989-90 budget will be analyzed by the Budget Analyst as part of the 1989-90 budget review process.

4. A representative from the Controller's Office will be available to respond to questions from the Finance Committee regarding this Report of Fees at the May 31, 1989 Finance Committee meeting.

Recommendation

File the Controller's Departmental Report of Fees for fiscal year 1989-90.

Items 11 and 12 - Files 101-88-132 and 102-88-43

NOTE: The Civil Service Commission has indicated that substitute legislation for File 102-88-43 will be introduced in Committee. This report addresses the substitute legislation.

Department: Department of Public Health (DPH)
Central Office, San Francisco General Hospital (SFGH)
and Laguna Honda Hospital (LHH)

Proposed Actions: Supplemental Appropriation Ordinance for permanent salaries and mandatory fringe benefits to reclassify 58 positions (File 101-88-132).

Annual Salary Ordinance amendment reflecting the reclassification of 58 positions (File 102-88-43).

Amount:

Public Health - Disease Control	$2,121
LHH - Expenditure	3,265
SFGH - Acute Operations	36,332
Total Proposed Supplemental Appropriation	$41,718

Source of Funds:

Public Health - Disease Control	$2,121
LHH Expenditure	3,265
SFGH - Acute Operations	36,332
Total Source of Funds	$41,718

Description: 1. The proposed amendment to the 1988-89 Salary Ordinance (File 102-88-43) would reclassify 58 positions within the Radiologic Technician (X-ray Technician) series of positions. The proposed amendment, which was approved by the Civil Service Commission at its May 1, 1989 meeting, is as follows:

Action	No.	Class/Title	1988-89 Biweekly Salary	1988-89 Annual Salary
Public Health - Disease Control				
Delete	2	2425B Radiologic Technologist I	$975 -$1,180	$25,448-$30,798
Create	2	2494B Staff Radiologic Technologist	1,073-1,298	28,005-33,878
Laguna Honda Hospital Expenditure				
Delete	4	2426A Radiologic Technologist II	$1,013-$1,226	$26,439-$31,999
Create	4	2494A Staff Radiologic Technologist	1,073-1,298	28,005-33,878
Delete	1	2428A Supervising Radiologic Tech. I	1,141-1,381	29,780-36,044
Create	1	2496A Radiologic Tech. Supervisor	1,226-1,484	31,999-38,732

Action	No.	Class/Title	1988-89 Biweekly Salary	1988-89 Annual Salary
SFGH - Acute Operations				
Delete	18	2425 Radiologic Technologist I	$975-$1,180	$25,448-$30,798
Delete	17	2426 Radiologic Technologist II	1,013-1,226	26,439-31,999
Add	35	2494 Staff Radiologic Technologist	1,073 - 1,298	28,005-33,878
Delete	9	2427 Radiologic Technologist III	1,073-1,298	28,005-33,878
Add	9	2495 Senior Radiologic Tech.	1,141-1,381	29,780-36,044
Delete	5	2428 Supervising Radiologic Tech. I	1,141-1,381	29,780-36,044
Add	5	2496 Radiologic Tech. Supervisor	1,226-1,484	31,999-38,732
Delete	1	2438 Admin. Director Radiology	1,580-1,918	41,238-50,060
Add	1	2498 Director, Radiology	1,918-2,332	50,060-60,865
Delete	1	2441 Diagnostic Med. Sonographer I	998-1,208	26,048-31,529
Add	1	2442 Diagnostic Med. Sonographer II	1,125-1,362	29,363-35,548
Add	0	2493 Associate Radiologic Tech.	1,013-1,226	26,439-31,999

At the fifth step, the 58 positions to be added would cost $2,042,199 annually, which is $151,505 more than the $1,890,694 annual salary required at the fifth step for the 58 positions to be deleted.

2. The proposed Supplemental Appropriation Ordinance (File 101-88-132) would appropriate $41,718 for permanent salaries and mandatory fringe benefits and rescind $41,718 from permanent salaries and mandatory fringe benefits for FY 1988-89 for the addition and deletion of 58 positions as follows:

Public Health - Disease Control	
Permanent Salaries	$1,657
Retirement	464
Subtotal	$2,121
LHH Expenditure	
Permanent Salaries	$2,551
Retirement	714
Subtotal	$3,265

SFGH - Acute Operations	
Permanent Salaries	$28,384
Retirement	7,948
Subtotal	$36,332
Total	$41,718

Comments:

1. The Civil Service Commission has recommended a restructuring of the Radiologic Technologist series of classes in order to reflect changes in the organizational structure and functions of the positions which have occurred since the classes were created in 1974. The Civil Service Commission has restructured the series of classes by abolishing the existing seven Radiologic Technologist classes and establishing five new classes which reflect the new Radiologic Technologist functions.

The proposed amendment to the Annual Salary Ordinance would reallocate existing budgeted positions into the new classes by placing 20 2425 Radiologic Technologist I positions and 21 2426 Radiologic Technologist II positions (total of 41 positions) into a higher level 2494 Staff Radiologic Technologist class and create a new entry level 2493 Associate Radiologic Technologist class. Although no positions are being added to this classification at this time, the 2493 class would be used when hiring new employees with little or no experience. Additionally, the proposed amendment would reclassify 15 positions in the Radiologic Technologist series into newly created classes at higher salary rates and upgrade one 2441 Diagnostic Medical Sonographer I position to a 2442 Diagnostic Medical Sonographer II position. (A Diagnostic Medical Sonographer performs ultrasound (Sonogram) procedures.) The 15 positions include nine 2427 Radiologic Technologist III positions to become 2495 Senior Radiologic Technologists, five 2428 Supervising Radiologic Technologists to become 2496 Radiologic Technologist Supervisors, and one 2438 Administrative Director Radiology to become a 2498 Director, Radiology. The affected positions are located in the Radiology Departments at SFGH and LHH and the Tuberculosis Clinic at SFGH.

The Civil Service Commission anticipates that the changes would increase the Department's ability to attract, recruit and retain qualified Radiologic Technologists and Sonographers.

2. Included in the proposed restructuring of the positions is a system of flexible staffing for the new 2493 Associate Radiologic Technologist and 2494 Staff Radiologic Technologist positions and for the 2441 Diagnostic Medical Sonographer I and 2442 Diagnostic Medical Sonographer II. The flexible staffing plan is a system by which the positions are budgeted at the higher classes, in these cases the 2494 Staff Radiologic Technologist and 2442 Diagnostic Medical Sonographer II, but the Department may hire new personnel at either the class which has been budgeted or at the lower class according to the employee's qualifications. The entry level classes would be used for approximately one year for new hires with limited experience. Upon successful completion of training and satisfactory performance on the job, the incumbent would advance to the higher level class. The Civil Service staff reports that this type of flexible staffing would enable the Department to recruit both entry and higher level technologists to fill a Radiologic Technologist or Diagnostic Medical Sonographer position and would provide staff greater incentive to continue employment within the Department, thereby enhancing the Department's recruitment and retention of qualified technologists.

Therefore, if some of these positions are filled at a lower classification as permitted under the flexible staffing plan, the additional maximum annual cost of approving these classifications could be less than the $151,505 increase in maximum salaries for the recommended classifications. The SFGH indicates that the increased cost in salaries will be offset by increased revenues generated by a fully-staffed Radiology Department.

3. According to Mr. Monte Mansir of Civil Service, the Civil Service Commission has recommended and the Board of Supervisors has approved this type of flexible staffing plan for several other City classes, including 1870 Programmer Analyst Trainee and 1872 Programmer Analyst, 4260 Real Property Appraiser Trainee and 4262 Real Property Appraiser and 1240 Assistant Personnel Analyst and 1242 Personnel Analyst.

4. According to SFGH, 13 of the 51 Radiologic Technologist positions at SFGH Radiology Department are currently vacant. The SFGH has indicated that the current classification system has contributed to the Hospital's difficulty in recruiting and retaining qualified technologists.

5. As noted earlier, the Civil Service Commission is submitting substitute legislation for File 102-88-43. Therefore File 102-88-43 should be amended to read as the substitute

legislation. Additionally, Section 2 of the proposed Supplemental Appropriation Ordinance (File 101-88-132) addresses Civil Service classifications which have been revised by the substitute legislation for File 102-88-43. Therefore the proposed Supplemental Appropriation Ordinance should be amended to be consistent with the substitute legislation as follows:

Line	From	To
	Page 2, Section 2:	
9	2427B Radiologic Technologist III	2494B Staff Radiologic Technologist
15	2427A Radiologic Technologist III	2494A Staff Radiologic Technologist
19	2429A Radiologic Technologist II	2496A Radiologic Tech. Supervisor
27	2427A Radiologic Technologist III	2494B Staff Radiologic Technologist
	Page 3, Section 2:	
2	2427B Radiologic Technologist III	2494B Staff Radiologic Technologist
5	2428A Supervising Radiologic Technologist I	2495A Senior Radiologic Technologist
9	2427B Radiologic Technologist I	2495B Senior Radiologic Technologist
12	2429A Supervising Radiologic Technologist II	2496A Radiologic Tech. Supervisor
16	2429B Supervising Radiologic Technologist II	2496B Radiologic Tech. Supervisor
20	A985A Radiology Director	2498A Director, Radiology

This amendment would only change the classes and titles and would not change the amount of the proposed supplemental appropriation.

6. Based on the SFGH's determination that the increased costs would be offset by increased revenues, and based on the DPH's difficulty in recruiting and retaining qualified technologists, and based on the Civil Service Commission's approval of the proposed reclassifications, approval of the proposed Supplemental Appropriation Ordinance and Annual Salary Ordinance amendment is adequately justified.

Recommendations: 1. Amend the proposed amendment to the Annual Salary Ordinance (File 102-88-43) to read as the Civil Service Commission substitute legislation and approve as amended.

2. Amend the proposed Supplemental Appropriation Ordinance (File 101-88-132) to change the classifications in Section 2 to be consistent with the substitute legislation (File 102-88-43) and approve as amended.

Memo to Finance Committee
May 31, 1989

Item 13 - File 186-89-9

Department: Department of Public Health (DPH)
Laguna Honda Hospital (LHH)

Item: Resolution authorizing the DPH, LHH, to enter into emergency contracts for the provision of Certified Nursing Assistants (Orderlies).

Contract Amount: Up to $25,000 per month
Hourly Rates for Certified Nursing Assistants: $13.95 to $17.60 per hour.

Source of Funds: Previously budgeted LHH Professional Services monies

Contract Period: March 1, 1989 through July 31, 1989

Description:

1. The DPH has requested the authority to enter into emergency contracts with various nursing registry services in order to augment the nursing assistant (orderly) staff at Laguna Honda Hospital (LHH). Nursing registry services are agencies which provide nursing staff, including orderlies, on a temporary basis. DPH reports that the LHH has a shortage of orderlies which required that the LHH obtain the services of orderlies by using nursing registry services on a temporary, emergency basis in order to provide adequate nursing care services until recruiting and hiring of additional Civil Service orderlies is possible.

2. The LHH reports that in March of 1989, 57, or approximately 11 percent of the 537 orderly staff at LHH were either vacant positions or on sick leave pay. The LHH has been using the nursing registry services since March 1, 1989. The LHH has requested the contract through July 31, 1989, because the LHH anticipates that the Hospital will have recruited and hired additional Civil Service orderlies by that time.

Comments:

1. According to Mr. Tony Wagner of LHH, the LHH has not used nursing registry services in prior years to obtain the services of orderlies but has had to this year due to the shortage of orderlies. As noted above, orderlies are Certified Nursing Assistants.

2. Mr. Wagner reports that as of May 25, 1989, the LHH has encumbered approximately $27,932 for the use of orderly services from nursing registries. DPH anticipates that the remaining amount of the contract would not exceed $56,000, for a total contract amount of $83,932.

3. As noted earlier, the LHH has been using the nursing registry services for orderlies since March 1, 1989. Therefore, the proposed resolution should authorize the emergency contract retroactively.

Recommendation: Amend the proposed resolution to authorize retroactive payment to the nursing registry services and approve the resolution as amended.

Memo to Finance Committee
May 31, 1989

Item 14 - File 186-89-10

Department: Department of Public Health (DPH)
San Francisco General Hospital (SFGH)

Item: Resolution authorizing the DPH, SFGH, to enter into an emergency contract for the provision of Operating Room Nurses.

Contract Amount: Up to $20,000 per month

Daily Rates for Specialty Registered Nurses:

Day and Evening Shifts-Weekdays $237-$292

Night Shift-Weekdays $234-$296

Day, Evening and Night Shifts-Weekends $249-$314

Source of Funds: Previously budgeted SFGH Registry Nurse Funds

Contract Period: May 1, 1989 through September 31, 1989

Description: 1. The DPH is requesting the authority to enter into emergency contracts with various nursing registry services in order to augment the Operating Room Nursing staff at SFGH. Nursing registry services are agencies which provide nursing staff on a temporary basis. DPH reports that SFGH has a shortage of Operating Room Nurses, which require special training. According to SFGH, ten of the 36 Operating Room Nurse positions were vacant in April of 1989. Primarily as a result of the nursing shortage, the SFGH has recently closed one of its six operating rooms. In order to reopen the operating room, the SFGH has been using nursing registry services since May 1, 1989, in order to obtain the services of Operating Room Nurses until hiring and training of additional Civil Services nurses is possible.

Comments: 1. Although the SFGH has existing contracts with nursing registry services, the existing contracts do not include Operating Room Nurses as a type of nursing service that the SFGH may use. SFGH indicates that Operating Room Nurses will be included in future contracts with nursing registry services.

2. The SFGH indicates that they have recruited three nurses from other parts of the Hospital to work as Operating Room Nurses, but that the special training for Operating Room Nurses requires five months and therefore the nurses would not be available until October, 1989. Since the contract just began May 1, 1989, the SFGH does not have information at this time regarding the actual estimated cost of the contract but indicates that the total cost would not exceed $100,000.

3. As noted above, the SFGH has been using the nursing registry services for Operating Room Nurses since May 1, 1989. Therefore, the proposed resolution should authorize the emergency contract for Operating Room Nurses retroactively.

4. As noted above, the contract period is through September 31, 1989. Since September only has 30 days, the legislation should be amended to end the contract period on September 30, 1989.

Recommendation: Amend the proposed resolution to 1) authorize retroactive payment to the nursing registry services and 2) change the date of the end of the contract period from September 31 to September 30, 1989, and approve the proposed resolution as amended.

Memo to Finance Committee
May 31 , 1989

Item 15 - File 101-88-133

Department: Water Department

Item: Supplemental Appropriation

Amount: $266,994

Source of Funds: Water Department Revenue for Sale of Water

Description:

1. The 1989-90 Water Department budget included $660,858 for partial funding for the Water Conservation Program to encourage water savings among Department customers during drought conditions. In February, and again in April, the Department submitted supplemental appropriations to the Mayor to fund the program for the remainder of the fiscal year. The amount of the supplemental appropriation submitted in April was contingent upon whether or not the mandatory water rationing program was to be continued.

2. The PUC rescinded the water rationing program on May 9, 1989. As such, the Water Conservation Program will not be continued in the same form. Specifically, the Water Department plans to continue to fund temporary staffing until the end of this fiscal year in order to eliminate the backlog of billing adjustments resulting from customer appeals of water allotments and penalty payments.

3. The Water Department agrees that the proposed supplemental appropriation should be reduced by $ 207,038 as detailed below and explained on the following page.

Source of Funds	From	To	Savings
Sale of Water	$ 266,994	$ 59,957	$ 207,037
Purpose of Appropriation			
Temporary Salaries	$ 68,419	$ 57,179	$ 11,240
Social Security	992	829	163
Health Service	137	114	23
Unemployment Insurance	2,196	1,835	361
Other Contractual Services	54,000	0	54,000
Postage and Brochure Production	141,250	0	141,250
Total Appropriations	$ 266,994	$ 59,957	$ 207,037

Comments:

1. The proposed supplemental appropriation included $54,000 for data processing services (other contractual services) and $141,250 for postage and production costs for a mailing of water conservation brochures to Water Department customers. Because of the termination of the mandatory water rationing program, these expenditures will no longer be necessary. The reduction to temporary salaries and related fringe benefits reflect the actual amounts required to fund remaining staff for the balance of the 1988-89 fiscal year.

2. The Water Department reports that a reduced Water Conservation Program will be proposed in the 1989-90 budget. The Budget Analyst will review and report on the Program during our review of the Mayor's 1989-90 proposed budget.

Recommendation: Amend the proposed ordinance to reduce the amount of the supplemental appropriation by $207,037 (from $266,994 to $59,957) as detailed above. Approve the proposed ordinance as amended.

Memo to Finance Committee
May 31, 1989

Items 16, 17, 18 and 19 - Files 45-89-20, 46-89-6, 46-89-7 and 48-89-5

The proposed ordinances authorizing settlements of litigation are legal matters under the responsibility of the City Attorney's Office. The Budget Analyst does not normally review and report on such items.

Harvey M. Rose

cc: Supervisor Walker
Supervisor Ward
Supervisor Hallinan
President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey